



CONSTITUTION

2024-25

Changes approved at the YRAA Annual General Meeting can be found in bold throughout this document.

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HISTORICAL OVERVIEW

York Region Secondary School Athletic Association **1971-1972 Founding Executive Committee**

| | |
|----------------------------|------------------|
| Honorary Chairperson | Mr. S. Chapman |
| Past Chairperson | Mr. R. Barnhardt |
| Director - Women | Miss V. Campbell |
| Director - Men | Mr. D. Mercer |
| Secretary | Mrs. Smith |
| Treasurer | Mr. D. Fleming |
| Public Relations Director | Mr. J. Frame |
| Principals' Representative | Mr. G. Domina |

Past Chairpersons

| | | |
|---------|-----------------|------------------|
| 1971-72 | Ross Barnhardt | Markham |
| 1972-73 | Ross Barnhardt | Markham |
| 1973-74 | Wayne Houston | Markham |
| 1974-75 | Cliff Nuttall | Bayview |
| 1975-76 | Jay Hooper | Thornlea |
| 1976-77 | Jay Hooper | Thornlea |
| 1977-78 | Mike Chvalevich | King City |
| 1978-79 | Mike Chvalevich | King City |
| 1979-80 | Norm Menczel | Huron Heights |
| 1980-81 | Norm Menczel | Huron Heights |
| 1981-82 | Dave Rutherford | Huron Heights |
| 1982-83 | Dave Rutherford | Huron Heights |
| 1983-84 | Lynda Devereux | Newmarket |
| 1984-85 | Lynda Devereux | Newmarket |
| 1985-86 | John Sherman | Langstaff |
| 1986-87 | John Sherman | Langstaff |
| 1987-88 | Sue LeRoy | Stouffville |
| 1988-89 | Rob Thomas | Unionville |
| 1989-90 | Rob Thomas | Unionville |
| 1990-91 | Kim Watson | Aurora |
| 1991-92 | Scott Croucher | Stouffville |
| 1992-93 | Lynda Devereux | Newmarket |
| 1993-94 | Wally Stankov | Dr. J.M. Denison |
| 1994-95 | Linda Nickle | Richmond Hill |

Region of York Separate Schools Athletic Association

Founding Executive

| | |
|--------------------------------|-------------------------------------|
| Past President | Carol Fawcett (CCC) |
| President | Dom Scuglia (FBR) |
| 1 st Vice President | Terry Lyons (BRA) |
| P.E. Heads' Representative | Nick Del Principe (HCC) |
| Secretary-Treasurer | Chris Deighan (CCC) |
| OFSAA Liaison (Head Convenor) | Dave Turner (BRA) |
| Principals' Representatives | Dave Lennon (FBR) Gerry Brand (STR) |

York Region Athletic Association

Past Presidents

| | | |
|----------------|-----------------------|-------------------------|
| 1995-96 | George Adams | Huron Heights SS |
| 1996-97 | Dave St. John | St. Robert CHS |
| 1997-98 | Branko Kordez | Sutton DHS |
| 1998-99 | Greg Reid | King City SS |
| 1999-00 | Richard Cherry | Thornlea SS |
| 2000-01 | Howard Grossinger | Langstaff SS |
| 2001-02 | Colin Butler | Alexander MacKenzie HS |
| 2002-03 | Mark Arsenault | Alexander MacKenzie HS |
| 2003-04 | Steve Shantz | Stouffville District SS |
| 2004-05 | Jaylene Morrison | Sutton District HS |
| 2005-06 | AnnMarie Yapp | Keswick HS |
| 2006-07 | Liana Williams | Milliken Mills HS |
| 2007-08 | Kevin Julyan | Dr JM Denison SS |
| 2008-09 | Don Carmichael | Sir W. Mulock SS |
| 2009-10 | Joe Lioni | St. Jean de Brebeuf CHS |
| 2010-11 | Liana Williams | Milliken Mills HS |
| 2011-12 | Jane King | Huron Heights SS |
| 2012-14 | Scot Angus | Bill Crothers SS |
| 2014-16 | Frank Gratta | Bill Crothers SS |
| 2016-19 | Philippe Romain | Renaissance ESC |
| 2019-23 | Jeff Masterson | King City |
| 2023-24 | Erin Draper | GW Williams |
| 2024-25 | Jeff Masterson | King City |

Article 1 – Name

The name of the organization shall be the *York Region Athletic Association* (YRAA). For the purposes of this Constitution, the term “secondary school” shall include collegiates, high schools, colleges and preparatory schools that are not doing academic work beyond that required by secondary school curriculum.

Article 2 – Expectations

Section 1- Mission & Guiding Principles

- A) The YRAA mission is to provide Education Through Sport. To support and provide direction for our student-athletes and teacher-coaches our members commit to:

DEVELOP

- The overall well-being of all participants
- Positive character attributes
- Student-athletes, teacher-coaches, convenors
- Athletic-directors and their role in facilitating co-curricular inter-school sport

CELEBRATE

- Sport as an enriching, fun and educational experience
- Participation as well as achievement, both athletic and academic
- Community development through sport

PROMOTE

- Fair play
- Respect for all participants
- Equity & inclusion
- Lifelong participation
- A healthy active lifestyle

Section 2 – YRAA Code of Ethics (in accordance with OFSAA)

A) Code for Players

Play the game for the game's sake.

- i) Be generous in winning.
- ii) Demonstrate grace in losing.
- iii) Be fair at all times, no matter what the cost.
- iv) Observe the rules of the game.
- v) Work for the good of the team.
- vi) Accept gracefully the decision of the officials.
- vii) Believe in the honesty of your opponents.
- viii) Conduct yourself, at all times, with honour and dignity.
- ix) Be respectful of the facilities and staff of the host school.
- x) Recognize and applaud honestly and wholeheartedly the efforts of your teammates or opponents.

B) Code for Coaches (From OFSAA Code of Ethics for Coaches)

- i) Respect for Participants: The principle of *respect for participants* challenges coaches to act in a manner respectful of the dignity of all participants in sport. Fundamental to this principle is the basic assumption that each person has value and is worthy of respect.

Acting with *respect for participants* means that coaches:

- a) have a responsibility to respect and promote the rights of all participants;
- b) interact with others in a manner that enables all participants in sport to maintain their dignity; and
- c) build mutual support among fellow coaches, officials, spectators, athletes and their family members.

- ii) Responsible Coaching: the principle of *responsible coaching* carries the basic ethical expectation that the activities of coaches will benefit society in general and participants in particular and will do no harm. Fundamental to the implementation of this principle is the notion of competence – responsible coaching (maximizing benefits and minimizing risks to participants) is performed by coaches who are “well prepared and current” in their discipline. In addition, *responsible coaching* means that coaches:
 - a) act in the best interest of the athlete's development as a whole person;
 - b) recognize the power inherent in the position of coach;
 - c) are aware of their personal values and how these affect their practice as coaches;
 - d) acknowledge the limitations of their discipline; and
 - e) accept the responsibility to work with other coaches and professionals in sport.

- iii) Integrity in Relationships: Integrity means that coaches are expected to be honest, sincere and honourable in their relationships with others. Acting on these values is most possible when coaches possess a high degree of self-awareness and the ability to reflect critically on how their perspectives influence their interactions with others. In being faithful to the principle of *integrity in relationships*, coaches would adhere to the following ethical standards:

- a) explore mutual expectations with athletes in an honest and open manner, giving due consideration to the age and experience of individuals;
- b) accurately represent personal coaching qualification, experience, competence and affiliations in spoken and written communications, being careful not to use descriptions or information that could be misrepresented;
- c) make athletes and others clearly aware of coaching qualifications and experience;
- d) notify other coaches when working with those coaches' athletes;
- e) honour all promises and commitments, both verbal and written;
- f) act with an enthusiastic and genuine appreciation of sport.

- iv) Honouring Sport: The principle of *honouring sport* challenges coaches to recognize, act on and promote the value of sport for individuals and teams and for society in general.

Honouring Sport means that coaches:

- a) act on and promote clearly articulated values related to coaching and sport;
- b) encourage and model honourable intentions and actions in their coaching practice;
- c) show high regard for and promote the value of sport in Canadian society and around the world;
- d) accept both the letter and the spirit of the rules that define and govern sport.

C) Code for Spectators

- i) Treat the premises, students, staff and players of the participating schools and the officials with respect and courtesy.
- ii) Abide by the decisions of the officials whether or not they are in favour of your team.
- iii) Respond politely to the requests of the officials.

- iv) Remain seated in the areas designated for spectators and leave the playing surface clear at all times.
- v) Be polite and courteous and use only appropriate language.
- vi) Refrain from any behaviour that might distract the athletes or interfere with the progress of the game.
- vii) Applaud good plays and never make derogatory remarks about the officials, players or coaches of the opposing team.

D) Expectations of Coaches

- i) The teacher/coach bears the responsibility of preparing student/athletes in such a way as to leave no doubt whatsoever of precisely what conduct is expected of them according to the Code for Players.
- ii) The teacher/coach is responsible for the supervision of his or her student/athletes for the entire period during which they are involved in participating in the sport.
- iii) The teacher/coach must familiarize the student/athletes with the “playing regulations” of the sport.
- iv) The teacher/coach should develop a philosophy of coaching which includes aspects of tolerance, fair play, good sportsmanship and respect for authority.
- v) The teacher/coach or teacher representative from each school participating in a YRAA sport is required to attend the pre-season coaches meeting. Schools not represented at the pre-season coaches’ meeting will be fined \$200.00. Exceptions to this article will be granted only with appeal to the Executive within twenty-four (24) hours. If a school expects to request late entry, in the event that a team in their division withdraws, they must have attended the pre-season meeting as a show of interest and in order to be prepared for the season.
- vi) The teacher/coach is expected to keep the Athletic Director and the principal informed of the performance of the team and any problems as they arise.
- vii) Teacher/coaches are expected to deal with all disputes through the Executive and must not impugn the character of any member or member school through any of the media sources.
- viii) The home teacher/coach is responsible for reasonable safety measures and the comfort level of the visiting team. If a teacher/coach feels that the safety of him/herself or their student/athletes is in serious jeopardy, the game should be delayed pending input from the officials, and the home school administration.
- ix) The teacher-coach or their designate shall report the game score through the YRAA website, preferably before 7:00 pm the day of the game, but within 24 hours of the game.

E) Expectations of Officials

The principle of respect for participants challenges student/athletes, teacher/coaches and officials to act in a manner respectful of the dignity of all participants in sport. Fundamental to this principle is the basic assumption that each person has value and is worthy of respect. Officials, as well as teacher/coaches and student/athletes:

- i) Have a responsibility to respect and promote the rights of all participants.
- ii) Are expected to interact with others in a manner that enables all participants in sport to maintain their dignity.
- iii) Build mutual support among fellow officials, teacher/coaches and student/athletes.

The Executive reserves the right to call for a Board of Inquiry in cases where an official’s conduct is brought to question.

Article 3 – Membership

Section 1 – Duties of Members

- A) The membership shall consist of all secondary schools within the Regional Municipality of York who:
 - i) Abide by the bylaws of this Constitution;
 - ii) Pay full membership dues;
 - iii) Commit to the YRAA leagues as their FIRST priority;
 - iv) Support the YRAA through convening YRAA events;
 - v) Support the YRAA through hosting YRAA events;
 - vi) Participate only in events for which they have home facility arrangements;
 - vii) Agree to have the Athletic Director or school representative as a representative current member of teaching staff or school administration) in attendance at YRAA meetings. Any school not represented at YRAA general meetings may have their participation in that sport season reviewed by the YRAA Executive.
- B) Continual failure to fulfill a member school’s obligation under this section may lead to an Executive review of the school’s membership.
- C) Schools that are not renewing their membership for the following season must notify the Executive in writing prior to the annual general meeting.
- D) Membership shall be in effect from September 1st to the following August 31st. Membership is automatic unless status is under review.
- E) Individual membership is restricted to teachers in member schools, either active or retired from that member school.
- F) A teacher member will be classified as a representative of a school that has paid the established membership fee, as established at the annual general meeting.

- G) Member schools competing in two school leagues must make the YRAA scheduling a priority. Commitment to a second league may not be entered as a non-play date when preparing YRAA schedules. Teams with commitment to other leagues may not seek rescheduling of YRAA competitions to accommodate another league's games. In the event that this occurs, games rescheduled will be considered forfeitures.

Section 2 – Member Schools

YRAA Member Schools - Logos and Colours and abbreviations which are to be used whenever possible when scheduling YRAA League Games:

| | | | |
|-----|--------------------------------|--------------|------------------------------|
| AMC | Alexander Mackenzie HS | Mustangs | Royal Blue & Gold |
| ASC | ÉSC de l'Ascension | Kodiaks | Blue, White, Grey, Indigo |
| AUR | Aurora HS | Eagles | Red, Gold & White |
| BAY | Bayview SS | Bengals | Red, White & Black |
| BCS | Bill Crothers SS | Colts | Navy, Red & Black |
| BHS | Bill Hogarth SS | Hornets | Red, Black & Gold |
| BRA | St. Brother Andre CHS | Cardinals | Red, Blue, Gold & White |
| BUR | Bur Oak SS | Bull Dogs | Black, Navy, Gold & White |
| CCC | Cardinal Carter CHS | Celtics | Green, Gold & White |
| DEN | Dr. J. M. Denison SS | Huskies | Black, Grey & White |
| ENM | E.S. Norval Morrisseau | Lightning | Blue & White |
| EMC | Emily Carr SS | Thunderbirds | Royal Blue, Grey & Black |
| EVE | Everest Academy | | Blue, White & Black |
| FBR | Father Bressani CHS | Eagles | Royal, Black, White |
| FMM | Father Michael McGivney CA | Magic | Red, Yellow & Black |
| GWV | Dr. G. W. Williams SS | Wildcats | Navy & Powder-Blue |
| HCC | Holy Cross CA | Hawks | Blue, Maroon, Grey |
| HNS | Hodan Nalayeh Secondary School | Voyageurs | Navy, Grey & White |
| HUR | Huron Heights SS | Warriors | Garnet & Gold |
| INN | Innova Academy | | Blue & White |
| JAD | J. Addison School | Flames | Blue & Gold |
| KES | Keswick High School | Cougars | Red, Black & Silver |
| KCS | King City SS | Lions | Green, White & Gold |
| LEW | Stephen Lewis SS | Sharks | Royal Blue, Black & Silver |
| LQW | Our Lady Queen of the World | Jaguars | Double Blue |
| LSS | Langstaff SS | Bears | Blue, Gold & White |
| MAP | Maple High School | Timberwolves | Double Blue & Silver |
| MAX | St Maximillian Kolbe CHS | Mustangs | Royal Blue, Gold & White |
| MHS | Markham DHS | Marauders | Blue, White & Red |
| MVL | Markville SS | Mavericks | Royal Blue, White & Green |
| MID | Middlefield CI | Silver Hawks | White, Silver, Purple, Black |
| MIL | Milliken Mills HS | Knights | Navy, Grey & Beacon Red |
| MUL | Sir William Mulock SS | Ravens | Black & Gold |
| NEW | Newmarket HS | Raiders | Purple & Gold |
| OLL | Our Lady of the Lake CCS | Bull Dogs | Blue & White |
| PAF | École Catholique Pape François | Titans | Blue Red & Grey |
| PET | Pierre Elliott Trudeau SS | Trailblazers | Red, Black, White & Yellow |
| REN | ÉCS Renaissance | Phénix | Red & Black |
| RGR | Richmond Green SS | Rattlers | Green, Blue & Grey |
| RHH | Richmond Hill HS | Raiders | Green & White |
| SHC | Sacred Heart CHS | Crusaders | Maroon, Grey & White |
| SJB | St. Jean de Brebeuf CHS | Black Bears | Black & Gold |
| SJA | St. Joan of Arc CHS | Thunder | Black, Grey & Red |
| SKD | St. Katharine Drexel CHS | Dragons | Blue, Orange & Silver |
| STA | St. Augustine CHS | Titans | Blue, Gold & Burgundy |
| STE | St. Elizabeth CHS | Panthers | Red, Black & White |
| STL | St. Theresa of Lisieux CHS | Lions | Gold & White |
| STO | Stouffville DSS | Spartans | Wine & White |
| STR | St. Robert CHS | Rams | Green, White, Black |
| SUT | Sutton DHS | Sabres | Blue & White |
| TOM | Tommy Douglas S.S. | Titans | Red, Grey, White |
| TDC | Toronto District Christian HS | Falcons | Black, Green, Gold |
| THH | Thornhill SS | Tigers | Black, Yellow, White |
| THL | Thornlea SS | Thunder | Purple & White |
| UHS | Unionville HS | Wolves | Burgundy, Black & White |
| WES | Westmount CI | Wolverines | Teal/Sunset Red/Black/White |

Section 3 – Penalty for Intentional Disregard of Constitution

The Executive shall have the power to suspend a member/coach/school/team from YRAA membership should a member/coach/school/team knowingly and intentionally disregard the Constitution, sport playing regulations, or policies of the YRAA. Before such action is taken, the principal of the school concerned shall be notified. The suspended coach/school/team shall have the right to request a meeting of the Executive within ten days to consider its' case. Upon suspension of membership, all fees for the year are forfeited to the YRAA.

Section 4 – Classification of Schools

The classification of schools will done according to the following criteria:

A) School population: Teams may be moved down a classification if they are within 10% of the lower classification limit.

“A” 1-500 “AA” 501-950 “AAA” 951+

B) Additional guidelines that will be considered by the YRAA Classifications Committee are:

- i) Location of a member school in a rural vs an urban environment. For example, a large school in a rural area may be moved to a lower classification.
- ii) School composition. The program focus of a school may require a change in classification, either up or down, for example a composite school vs. a collegiate. Schools with a residential component have definite benefits and may warrant a higher classification. High performance sport schools should also be considered for higher student population classification.
- iii) Team composition. Any school with a majority of student/athletes playing in community leagues, on provincial or national teams will be considered for a higher student population classification.
- iv) Competition. If a school team plays out-of-season or plays an exceptional number of games, that team will be considered for a shift to a higher student population classification.
- v) OFSAA success. Regular medalists at any level of OFSAA competition will be considered for a higher student population classification.

NOTE: A school may only compete at one classification level below what their student population numbers designate. However, schools may be shifted up any number of classifications if several of the above guidelines apply to a specific school or to a specific sport within a school.

- C) Athletic Directors may appeal the classification (see appendix F for current classifications) of their school or a specific team to the YRAA Classifications Committee in writing. This write-up must include a rationale for the classification based on the criteria previously outlined in this section.
- D) An appeal of the YRAA Classifications Committee placement may be made to the OFSAA Classifications Committee. This appeal must be made to OFSAA through the YRAA and shall include an outline of the rationale for the YRAA denying the association level appeal, and the school's rationale for the appeal.

Section 5 – Athletic Director

Schools must declare an Athletic Director contact at their school. Athletic Directors are responsible to the YRAA for the following:

- i) Communicate the aims and objectives and other pertinent information to teacher/coaches;
- ii) Consult with teacher/coaches regarding the selection of appropriate tier. Final determination of teams declared and their tier of competition (tier 1 competitive / OFSAA bound, tier 2 developing) shall be made by the Athletic Director and be submitted through the declaration along with non-play dates;
- iii) Communications within the school and with the YRAA Executive;
- iv) Handling finances as needed;
- v) Attend YRAA general meetings and Athletic Director meetings;
- vi) Serve as a member of the 'Sport of Specialty Evaluation Committee', on a rotational basis as required by the Coordinator of Athletics.
- vii) Fulfill responsibilities for Board of Reference procedures outlined in Article 6, Section 3.
- vii) Responsible for having all non-teacher/coaches interviewed and made aware of the philosophical, administrative and educational approaches to be used in working with our student/athletes.
- viii) Assist in the process by completing a "Community Coach" Registration Form (see Appendix A) with the non-teacher coach.

Failure to identify an Athletic Director will result in that school being excluded from participating until one is identified.

Article 4 – Officers of YRAA

Section 1 - Officers

The Officers of the YRAA shall consist of the following:

- Past President
- President
- Vice-President
- Secretary
- Auditor
- Athletic Coordinator
- 3 Members-at-large: one from each of the YRDSB, YCDSB and the Independent Schools.
- 2 OFSAA Representatives: one male and one female.
- 3 Administrative Representatives (e.g. principal, vice principal, head master, assistant head master, director, assistant director): one from each of the YRDSB, YCDSB and the Independent Schools.
- 2 Superintendents Representatives: one from the YRDSB and one from YCDSB.

Section 2 – Duties of Executive

The duties of the Executive as a whole shall be:

- to conduct the general business and activities of the YRAA;
- to adhere to the purpose, substance and spirit of the YRAA Constitution;
- to exercise discretion to make any decision it deems necessary and in accordance with the purpose, substance and spirit of the YRAA Constitution;
- to rule on situations not specifically controlled by its Constitution or OFSAA;
- to collect YRAA fees;
- to be the final authority of decisions regarding any area under its jurisdiction;
- and to work with the York Region Student Athletic Council.

Section 3 – Election of Officers

A) The following positions are elected for two year terms:

- | | | |
|--------------------|-------------|-------------------------|
| • Vice President | • Secretary | |
| • Members-at-Large | • Auditor | • OFSAA Representatives |

B) The Vice President shall serve for a two-year term of office and shall assume the office of President in the following year.

C) The President serve for a two-year term of office and shall assume the office of Past President in the year following the year as President.

D) The term of office of the Principals' Representatives and the Superintendents' Representatives is to be determined by the respective boards of education.

F) In the event that any Executive member is unable to complete the term of office, a replacement shall be appointed at the Executive's discretion, to complete the term of office.

G) Elections shall be held at the conclusion of the annual general meeting and by secret ballot. The current President shall only vote in the occurrence of a tie.

H) Nomination Procedures:

- i) Any member in good standing may nominate a candidate for office.
- ii) The Past President shall send nomination sheets to the individual members at least four weeks prior to the annual general meeting. The nomination sheets must be received by the Past President at least one week prior to the annual general meeting in order for that nominee to be considered an *advanced* nominee.
- iii) All nominees shall be introduced by the Past President and their names will appear on the ballot. Introductions will include the name of the nominee and the nominee's school. Only advanced nominees will then be allowed a maximum of 3 minutes to address the membership.
- iv) Nominations will also be accepted from the floor before the election. Their names will be added to the ballot and they will be introduced but they will not address the membership.

Article 5 – Duties of the Officers

Section 1 – Executive Voting

The following officers shall have voting power on the Executive:

- Past President
- Auditor
- Members-at-Large
- Secretary
- Vice President
- Athletic Coordinator
- President
- OFSAA Representatives

Section 2 – Duties of Past President

The duties of the Past President shall be:

- A) to provide experience, information and assistance to the Executive;
- B) to assume the duties of Chairperson in the event of the absence of the President (or his or her temporary withdrawal from the Chair), and the absence of the Vice President;
- C) to chair the Board of Reference Committee;
- D) to be the Nomination Chairperson (see Article 4, Section 3, Sub-section H)

Section 3 – Duties of President

The duties of the President shall be:

- A) to set the dates and to chair the Executive and general meetings of the YRAA;
- B) to inquire into any matter pertaining to the affairs of the YRAA and to oversee any necessary action;
- C) to authorize the release of information regarding YRAA matters to the public and to the media;
- D) to be an ex-officio member of each committee authorized by the YRAA;
- E) to annually chair a Constitutional Review Committee to prepare Constitutional changes and Notices of Motion in advance of the Spring General Meeting;
- F) to chair the Board of Reference Appeal Committee;
- G) to designate a member of the Executive to attend Championships;
- H) to call an Executive meeting before each general meeting and at his/her discretion;
- I) to prepare an agenda for and chair all general meetings;
- J) to assume the office of Past President on completion of term as President.

Section 4 – Duties of Vice President

The duties of the Vice President shall be:

- A) to assume the duties of Chairperson in the event of the President's absence or his or her temporary withdrawal from the Chair;
- B) to review annually the sports playing regulations;
- C) to assist in the planning of the general meetings;
- D) to serve on the Transfer Eligibility and Appeal Committees;
- E) to assume the office of President on completion of term as Vice President.

Section 5 – Duties of Secretary

The duties of the for all executive and general meetings Secretary shall be:

- A) to make the necessary arrangements such as time and location;
- B) to prepare, with the Chairperson, the agenda;
- C) to record the minutes and to send out copies of the minutes to the Executive and Athletic Directors of member schools;
- D) chair the Awards Committee.

Section 6 – Duties of Auditor

The duties of the Auditor shall be:

- A) to audit the "YRAA" financial statements after each executive meeting and AGM
- B) to be an active member of the YRAA Executive by attending monthly executive meetings

Section 7 – Duties of Athletic Coordinator

The duties of the Athletic Coordinator shall be:

- A) to receive the final standings of all YRAA championships;
- B) to keep a file of the complete results of each sport each year;
- C) to be the official custodian of all trophies and records;
- D) to seek, with current convenors, successive convenors for all activities;
- E) to receive and keep on file all convenors' reports;
- F) to order and disperse all awards;
- G) to provide engraved shields for all YRAA trophies;
- H) to be a liaison between the senior administrations of the boards of education and the YRAA;
- I) to serve annually on the Constitution Review Committee;

- J) to review annually, with the Vice President, the sport playing regulations;
- K) to circulate changes to the sports playing regulations following each general meeting;
- L) to attend pre-season and post season meetings;
- M) to assist sport advisory committees as required;
- N) to co-ordinate and publicize the dates of all YRAA and OFSAA events;
- O) to prepare annually a sports calendar and Directory of Athletic Directors;
- P) to serve on the Transfer Eligibility Committee;
- Q) to publish the dates, make the appointments and keep records for all Boards of Reference.
- R) send out Notices of Motion to member schools one week prior to the appropriate meeting;
- S) circulate the updated Constitution to Athletic Directors before the fall general meeting.

Section 8 – Duties of Members-at-Large

The duties of the Members-at-Large shall be:

- A) to be a liaison between the Executive and member schools;
- B) to serve on executive committees - Board of Reference, Board of Reference Appeal Committee, Transfer Eligibility and Transfer Appeal Committees.

Section 9 – Duties of OFSAA Representatives

The duties of the OFSAA Representatives shall be:

- A) be an active member of the YRAA Executive by attending monthly executive meetings;
- B) attend the three YRAA seasonal meetings and the YRAA Annual General Meeting;
- C) chair the YRAA Transfer Committee and the YRAA Transfer Appeal Committee;
- D) attend all OFSAA Board meetings.

Section 10 – Duties of Administrative Representatives

The duties of the Administrative Representatives shall be:

- A) to be a liaison between the principals of member schools and the Executive;
- B) to serve on the Board of Reference;
- C) one (1) representative to serve on the Transfer Eligibility Committee;
- D) one (1) representative to serve on the Transfer Appeal Committee;
- E) to Chair the Board of Inquiry.

Section 11 – Duties of Superintendents’ Representatives

The duties of the Superintendents’ Representatives shall be:

- A) to be a liaison between the senior administration of the respective boards of education and the Executive.

Article 6 – Committees

Section 1 – Executive Committee

The Executive Committee of the YRAA shall consist of the officers of the YRAA. The Executive Committee shall exercise full control over all funds and all matters pertaining to the management of the YRAA as a whole, subject to an appeal of the YRAA as a whole. Such an appeal must be at the written request of three member schools of the YRAA.

Section 2 – Special Committees

Special committees shall be appointed at the discretion of the Executive Committee as may be found necessary to carry out the program and activities developed by the YRAA, with such membership and such powers as may be deemed advisable. These committees should not alter existing playing regulations developed by member schools and duly voted upon unless a situation develops which is not covered by the playing regulations.

Section 3 – Board of Reference Committee

** By May 15th of the 2023-24 school year each SAC must provide a list of sanctions which result in 2 or fewer game suspensions to be included in the playing regulations. As of the 2023-24 school year students who receive automatic 1 or 2 game suspensions will not attend a board of reference. There will be no appeals for automatic suspensions. Starting in 2023-24 Board of Reference meetings will only be held for ejections that are not covered in the SAC listed sanctions. **

(See appendix B for Board of Reference Procedures)

The purpose of the Board of Reference is to determine the appropriate outcome for a student/athlete who has been ejected from a sporting event while representing a YRAA member school. The referees’ statements that appear on the disqualification report are to be considered as being correct. Therefore, coaches should ensure that the report is accurate and includes as much information as

possible so that appropriate consequences can be issued. The student/athlete has an opportunity to clarify the events which led to the ejection and to assist the Board in its' decision.

- A) The Board of Reference may consist of the Past President, who shall be Chairperson, and any representative of the Executive Committee as determined by the chair. Athletic Directors from member schools may act as members of the Board of Reference Committee at the discretion of the Past President if a full committee cannot be gathered from the Executive.
- B) No member shall sit on the Board of Reference when the business concerns that member's school.
- C) The Chair of the Board of Reference Committee may clarify information submitted from on site officials. All information received prior to a Board of Reference will be shared with the athlete and the school designate.
- D) Meetings shall be called at the discretion of the Past President at two-week intervals.
- E) The duties of the Board of Reference shall be:
 - i) To rule on questions of unsportsmanlike behaviour which leads to disqualification of any student at the York Region level.
 - ii) To rule on appeals of decisions, along with the president and the specific sport convenor, only if new evidence is available (See Procedures for Appeal - Article 6, Section 3, Sub-section I).
 - iii) To administer penalties if deemed necessary.
 - iv) To collect fees (\$10.00 for disqualifications and \$25.00 for appeals of Board of Reference decisions).
- F) At the Board of Reference, only the ejected student/athlete and his/her teacher/coach(es) or Athletic Director shall have standing.
- G) The Board of Reference may exercise the right to fact find in order to shed more light on the situation if they are unable to reach a decision.
- H) The Board of Reference may refer a student/athlete to the Board of Inquiry if it is unable to reach a decision. Procedures for the Board of Inquiry are as follows:
 - i) Any student/athlete and/or student/coach who is disqualified from league, playoff, exhibition, representative competitions or tournament play, in which he/she is representing a member school, shall be ruled out of the game/competition immediately and must not be allowed to compete and/or coach for any school team in any sport until that student/athlete and/or student/coach has attended a Board of Reference. The Board of Reference will determine possible outcomes in addition to any school assigned sanctions. Student/athletes and/or student/coaches suspended from play by the Board of Reference may not participate in or coach in any school games (exhibition, tournament, league, playoffs or otherwise) in that particular activity for the term of the suspension.
The only exceptions are due to sport specific terminology (see Appendix C).
 - ii) Any abuse of an official by a student/athlete or student/coach shall:
 - receive a minimum three (3) game suspension
 - must appear before a Board of Reference before participating in a YRAA sanctioned sporting eventAbuse of an Official by a teacher/coach shall result in an Executive Review of Coaches' Conduct hearing. Abuse of an official is defined as:
 - any motion or action that is deemed as offensive from the student/athlete, student/coach or teacher/coach toward the official
 - any verbal comment directed toward the official that is abusive in nature
 - any non-incidental contact of a student/athlete, student/coach or teacher/coach of an official.
 - iii) Once a student/athlete has appeared before the Board of Reference, he/she is then on probation for a calendar year from the date of the appearance before the Board of Reference. This means that a second disqualification of the same competitor in any sport during the one-year probation may automatically result in that student/athlete being suspended from any further competition for a twelve (12) month period from the date of the appearance before the Board of Reference for the second offense. The student/athlete is required to appear before the next scheduled Board of Reference. Failure to report following a second infraction will result in a suspension for an indefinite period.
 - iv) Appeals to the Board of Reference decisions will only be granted based upon new information. All appeals shall be sent in writing, accompanied by a \$25.00 fee, to the President within two days of the decision. The fee shall be returned if the appeal is sustained.
- I) Procedures for the Appeal:
 - i) The members of the Appeal committee shall be the President, an Administrative Representative, the specific sport convenor and the alternate members of the Board of Reference Committee who were not involved in the original decision.
 - ii) The student/athlete, his teacher/coach and the Chair of the Board of Reference Committee shall meet together with the Appeal Committee.
 - iii) The student/athlete and his/her teacher/coach will state the rationale for their appeal.
 - iv) The Chair of the Board of Reference Committee will state the rationale for the original decision.
 - v) The student/athlete and his/her teacher/coach will have an opportunity to clarify. The Chairperson of the Board of Reference will have the opportunity to clarify. These two parties will be dismissed.
 - vi) Considering both, the Appeal Committee will make a decision.

NOTE: No Board of Reference will be held without an official's report. The teacher/coach may report in writing or verbally at the Board of Reference meeting. Unless all procedures are carried out, a student/athlete may have to wait longer than has been the

practice in the past to appear before a Board of Reference. Failure to complete the preceding responsibilities may expose the teacher/coach to disciplinary action as well.

- J) The responsibilities of the Teacher/Coach of the disqualified player shall be:
- i) Obtain the official's report;
 - ii) Write his/her own report;
 - iii) Notify his/her student/athlete about the requirement to appear before the Board of Reference before further competition is allowed;
 - iv) Inform the Athletic Director about the disqualification;
 - v) Notify the sport convenor of a student/athlete's ejection by telephone or in person within twenty-four (24) hours of the incident;
 - vi) Inform the Athletic Coordinator of any and all ejections within twenty-four (24) hours to arrange an appointment for a Board of Reference;
 - vii) Send a copy of the officials' report to the Athletic Coordinator and sport convenor;
 - viii) Accompany the disqualified student/athlete to the Board of Reference;
 - ix) Bring the \$10.00 fee to the Board of Reference;
 - x) To distribute a copy of the decision to the student/athlete.
- K) The responsibilities of the Athletic Director shall be:
- i) To supply all teacher/coaches with a sufficient quantity of disqualification forms for the season;
 - ii) To inform teacher/coaches, prior to the season, of the Board of Reference procedures.
- L) The responsibility of the Chairperson (Past-President) shall be to send a written report of the outcome of the Board of Reference to:
- the principal of the school of the student/athlete
 - the teacher/coach of the disqualified student/athlete
 - the disqualified student/athlete, through his/her teacher/coach
 - the Athletic Director
 - the convenor of the sport
 - the convenor for the following year, when necessary
 - the Athletic Coordinator
- M) The responsibilities of the Athletic Coordinator shall be:
- i) To make appointments and inform participants of the date and time
 - ii) To keep a record of all ejections and decisions
 - iii) To keep the officials' reports on file
- N) If a YRAA member and/or game official observes unsportsmanlike behaviour from a student/athlete off the playing field, but within the area of competition, or spectator behavior which interferes with the game, he/she may document the incident (with witnesses) and submit the report to the President within forty-eight (48) hours, with a copy sent to the Principal and Athletic Director of the student/athlete's school. When the report is received, an Executive Committee will investigate the complaint and recommend a consequence. It may be referred to the Board of Reference or the Board of Inquiry to investigate and recommend a consequence.
- O) Any team that obtains three (3) Boards of Reference for separate incidents in the same regular season will automatically forfeit one (1) game. The teacher/coach of the team must also appear before an Executive Review of Coaches Conduct (see Article 6, Section 4).
- i) For every subsequent Board of Reference, one (1) additional forfeiture will be added.
 - ii) Forfeitures will be applied at the end of the regular season. For each forfeiture, one win will be converted to one loss. In the case where there are no wins then ties will be used.
- NOTE that the forfeiture will mean a loss of points for the offending team only and not a gain for any opposing team.

Section 4 – Executive Review of Coaches Conduct

- A) Coaches are responsible to the YRAA for their actions while acting as a teacher/coach on behalf of a member school. In this context, "teacher/coach" shall mean any member of the teaching staff in charge of or accompanying a team or individual representing a YRAA school at an inter school competition.
- B) Coaches who display unsportsmanlike conduct or coach teams where three separate Boards of Reference are assessed (see article 6, section 3, subsection O) are open to censure from the Executive of the YRAA.
- C) Any YRAA member or game official is empowered to report misconduct on the part of a coach to the President and such coach shall appear before the Executive of the YRAA. The complainant must file their complaint in writing with a copy forwarded to the coach in question prior to any appearance before the Executive.
- D) Any coach, having been ejected from a game for any reason, must notify the President of the incident within twenty-four (24) hours. An appearance before at least three (3) members of the Executive and if requested by the coach, the Administrative Representative will be arranged within ten (10) days of the receipt of the official's game report, if deemed necessary by the President. The coach may continue to fulfill his/her coaching duties until he/she appears before the YRAA Executive. If the coach

- involved refuses to appear, either by so stating explicitly or by failing to provide reasonable time when he/she can appear at a hearing, the hearing shall be convened without him/her and the coach must comply with any decisions of the Committee.
- E) Any game sheets with the game official's report are to be mailed or couriered to the President within twenty-four (24) hours of the contest by the *home* team of the contest, where the incident occurred.
 - F) The President shall ensure that the coach receives a copy of the ejection report and the Administrative Representative will contact the Principal of the school directly.
 - G) If the Executive receives a written report suggesting misconduct on the part of any coach (but not involving ejection from a game), the President will initiate an investigation and may convene an Executive committee meeting, to be held within fifteen (15) school days.
 - H) At any hearing of the Executive Committee, regarding a coaches' behaviour, the coach involved shall be present. The principal and/or the Athletic Director will also be invited. Should the Executive Committee feel there is a need, the official (or individual) who submitted the report will be invited to attend.
 - I) Decisions by the Executive Committee shall be based on an analysis of the facts presented at the time. Questions of clarification may be allowed at the discretion of the Chairperson.
 - J) The Executive, if it finds that an infraction took place, shall be empowered to take the following actions:
 - i) To reprimand the coach involved.
 - ii) To suspend the coach involved from coaching activities in that sport for a fixed time.
 - iii) To suspend the coach involved from coaching activities indefinitely, depending on the severity of the offence.
 - K) A written copy of the Executive Committee's decision (with respect to sanctions only) will be sent by the President to
 - i) The coach involved.
 - ii) The Principal.
 - iii) The Athletic Director.
 - iv) The Athletic Coordinator
 - L) Coaches may appeal findings of the Executive Review of Coaches Conduct Committee to Executive Review of Coaches Conduct Appeal Committee (see Article 6 Section 9, Executive Appeal Committee). The Appeal Committee shall consist of three (3) members of the Executive and the Administrative Representative that did not sit on the Executive Review of Coaches Conduct Committee.

Section 5 – Board of Inquiry

The responsibility of the Executive Board of Inquiry is to investigate and recommend sanctions in the case of student misconduct directly related to an athletic contest, but not within the area of competition. A Board of Inquiry may also be convened in cases where the conduct of an official or teacher/coach is brought to question.

- A) Permanent Members:
 - i) One of the YRAA Administrative Representatives, who shall chair. It shall be the duty of the Chair to inform the superintendents of an ongoing Board of Inquiry and to update them as needed.
 - ii) Athletic Coordinator.
 - iii) Past President of the YRAA.
- B) Advisors: One or both of our two superintendent advisors, if they choose to be involved, may chair.
- C) No member of the Executive may sit on this committee when the investigation involves their school.
- D) The President of the YRAA shall call for the convention of this committee if it is determined by the Past President that normal Board of Reference procedures do not apply. The President shall inform the Administrative Representatives of the need to convene a Board of Inquiry.
- E) The Chair of the Board of Inquiry shall convene a meeting as soon as possible. Until such time, the participants identified as being connected to the incident under investigation **may be suspended at the discretion of the chair.**
- F) Duties of the Board of Inquiry:
 - i) To investigate acts of misconduct by student/athletes outside the playing venue.
 - ii) To recommend to the Executive the possible sanctions for violators of the code of conduct.
 - iii) To recommend that an student/athlete also attend a Board of Reference and to provide relevant information to the Board of Reference.
 - iv) To investigate cases where an official's conduct is brought to question.
 - v) Investigate incidents of alleged misconduct by a teacher-coach, community coach or other member of a coaching staff.
- G) Procedures:
 - i) The Board of Inquiry may call any participants in the incident to appear before the Board
 - ii) The Board may contact any witnesses to the incident and use the information to clarify the situation.
 - iii) The Board may request information from administrative teams at the school involved in the incident to clarify the situation
 - iv) The Board will deliberate and recommend a course of action to the YRAA Executive.
- H) The Board of Inquiry is empowered to recommend sanctions which may include suspension of playing privileges for a specified period of time.
- I) Sanctions imposed by the Board of Inquiry are independent of any actions taken at the school or board level.
- J) An Appeal of the decision of the Board of Inquiry shall be sent in writing, stating the rationale for the appeal, accompanied by a \$25 fee, to the President, within forty-eight (48) hours of the decision:

- i) the members of the Appeal Committee will consist of the YRAA Administrative Representative not involved in the original hearing, who shall chair, the President and at least two other members of the Executive. One or both of the Superintendents' advisors may attend, should they so choose.
- ii) Procedures for the Appeal are as outlined in Article 6, Section 9.

Section 6 – Transfer Eligibility Committee

(See appendix D for OFSAA Transfer Policy and appendix E for Transfer Eligibility Form)

All student/athletes who transfer secondary schools in the previous twelve (12) months, regardless of grade level, must apply for eligibility through the YRAA transfer eligibility committee. The decisions of the Transfer Eligibility Committee are based on the OFSAA Transfer Policy.

Committee Members:

OFSAA Representative (chair)
Vice President
Administrative Representative
Member-at-Large
YRAA member
Athletic Coordinator

Term:

term of office with OFSAA
2 years
indefinite
2 years
Indefinite
Indefinite

- A) The Transfer Eligibility Committee will meet a minimum of once per month, on dates established by the Executive Committee and published at the annual general meeting the preceding year. NO application will be processed between these meetings.
- B) No member of either the Transfer or the Transfer Appeal Committee may vote on an applicant from his/her school.
- C) The Transfer Committee may, at its discretion, pass the decision-making responsibility of a challenge on to OFSAA.

Section 7 – Sport of Specialty Evaluation Committee

Each year, on or after the Friday of the week following Labour Day, the Sport of Specialty Committee will meet to evaluate the Sport School / Sport Academy Tracking Sheets for all students required to file such information according to article 13, section 5 of this constitution.

- A) The Sport of Specialty Evaluation Committee shall determine the designated sport of specialty for each student based on the information presented on the Sport School / Sport Academy Tracking Sheet.
- B) The decisions of the Sport of Specialty Evaluation Committee will be published on or before September 30 of each year.
- C) Members of this Committee shall include:
 - Coordinator of Athletics – who will act as chair
 - one Executive Committee member of the YRAA
 - an Athletic Director selected by the Executive Committee on a rotational basis
- D) The Athletic Director of the submitting school may be called by the Sport of Specialty Evaluation Committee to provide additional information and/or clarification to the Committee as required. The submitting school Athletic Director does not have a vote in determining the designated sport of specialty.
- E) No member of the Sport of Specialty Evaluation Committee may determine the designated sport of specialty for a student-athlete from their school.

Section 8 – Constitutional Review Committee

Every year a Constitutional Review Committee shall review and suggest amendments to the Constitution if necessary. The committee shall consist of the President and the Athletic Coordinator.

Section 9 – Executive Appeal Committee

- A) An appeal of a decision by the Executive, a convenor or the Executive Review of Coaches' Conduct or the Sport of Specialty Evaluation Committee, shall be sent to the President, in writing, within forty-eight (48) hours of the decision or one week after publication for an appeal of the Sport of Specialty Evaluation Committee. It is the duty of the appellant to ensure receipt of the written appeal by the President. This written application must explain the rationale for the appeal. A \$25.00 fee will accompany the written appeal request. This fee will be returned if the appeal is upheld.
 - i) The members of the Appeal Committee will consist of the YRAA Administrative Representative not involved in the original hearing, who shall chair, the President and at least two other members of the executive.
 - ii) Appeals may be forwarded to the Executive Committee in writing by any school.
 - iii) Appeals will be heard within fifteen (15) school days of receipt.
 - iv) The Executive may call upon convenors, former Past Presidents or Supervisory Officers to assist in the appeal process.
- B) Procedures for the Appeal:
 - i) The applicant and a representative from the parties of the original decision shall meet together with the Appeal Committee.
 - ii) The applicant will state the rationale for the appeal.

- iii) The representative from the parties of the original decision will state the rationale for the original decision.
- iv) The applicant will have an opportunity to clarify. The Chairperson of the original committee will have the opportunity to clarify. These two parties will be dismissed.
- v) Considering both, the Appeal Committee will make a decision. The Appeal Committee may require a stay of time for consultation purposes or to collect more information.

Section 10 – YRAA Classification Committee

- A) The mandate of the YRAA Classification Committee is to review the classification of member schools annually according to the criteria outlined in article 3, section 4. Schools wishing to change their classification, either higher or lower, as a school or for a specific sport, may appeal to the Classification Committee (see appendix F for current classifications and article 3 section 4 for application criteria).
- B) i) Applications for a change in classification of a school must be made in writing on the “School Classification Appeal Form” (see appendix L) and submitted to the YRAA Office by the end of the second week of May for reclassification the following school year.
 ii) Applications for a change in classification for a specific sport must be made on the appropriate declaration form and accompanied by a written rationale for the application. Applications received after the declaration deadline will not be heard, and teams will play according to their school population classification.
- C) The Classification Committee will be composed of the Athletic Coordinator who will act as chair, an OFSAA Representative and another member of the Executive for an appeal of a school’s classification or the specific sport convenor of the sport for which the appeal applies.
- D) If the appeal is denied, a written summary of the Committee’s ruling will be sent to the Athletic Director prior to the OFSAA appeal deadline in June for a school appeal or the start of the regular season.
- E) Decisions made by the Classification Committee may be appealed to OFSAA (see article 3, section 4, subsection D).

Section 11 – Awards Committee

The YRAA Awards Committee consists of two (2) representatives from YRAA member schools and the YRAA Secretary who will act as chair. This committee will distribute and receive application forms and make decisions regarding:

- The Pete Beach Award (see appendix I form nomination criteria and form)
- The Norm Menczel Award (see appendix H form nomination criteria and form)
- **The Dan Carmichael/Dennis Herbert Award (see Appendix R nomination criteria and form)**

Article 7 - Meetings

Section 1 – Robert’s Rules

The conduct and procedure in all YRAA meetings, in so far as, the Chairperson and members are concerned shall be governed by the Selected Roberts Rules of Order. (See appendix G for selected Roberts Rules)

Section 2 – Order of Business

The order of business shall be as follows:

- A) Reading of the minutes
- B) Business arising from the minutes
- C) Reading of Communications
- D) Auditor’s Report
- E) Bills and Accounts
- F) Notices of Motion
- G) Reports on Committees
- H) Unfinished Business
- I) New Business
- J) Discussion of Topics
- K) Election of Officers (spring general meeting, at a time thought most fitting by the Chairperson)

Section 3 – General Meetings

Any member of the YRAA who is in good standing may attend a general meeting. General meetings must be attended by the school Athletic Director or their proxy. There will be a minimum of three general meetings throughout the school year. The Fall General Meeting will take place in September, the Winter General Meeting will take place in March and the Annual General Meeting will take place in June. The dates and times of these meetings will be set by the YRAA Executive Committee.

Section 4 – Scheduling Meetings

The President in consultation with the Executive shall schedule all regular meetings of the Executive Committee. The Executive may schedule a special meeting as the need arises.

Section 5 – Convenors’ Workshop

The YRAA Executive will facilitate a convenors’ workshop prior to each season. The purpose of this workshop is:

- A) to review the duties of the convenor;
- B) to familiarize convenors with eligibility and transfer policies, the sport playing regulations and the changes in these regulations passed at general meetings;
- C) to draft schedules for the following year, where possible;
- D) to designate dates and locations for playoffs and championships for the YRAA’s calendar of events.

Article 8 – Amending the Constitution

Section 1 – When Amendments Can Occur

Amendments to this Constitution may be proposed by any member of the YRAA in the form of a Notice of Motion to be presented at the annual general meeting.

Section 2 – Time Frame for Notices of Motion

All motions to amend the Constitution must be submitted in writing to the Vice President three (3) weeks prior to the annual general meeting. The Executive will circulate Notices of Motion to the member schools at least one (1) week prior to the annual general meeting.

Section 3 – Votes Required

All amendments to the Constitution must be carried by a two-thirds majority vote of member schools present. The Chairperson shall call for a verbal declaration by school. See article 10 section 1 for voting eligibility.

Section 4 – Implementation of Amendments

Adopted amendments shall become effective as of September 1st, the following school year.

Section 5 – Speaking to the Motion

Notices of Motion to amend the Constitution shall be spoken to by the mover, the seconder, or with the prior approval of the Executive (at least twenty-four (24) hours), a designate.

Article 9 – Amending Sport Playing Regulations

Section 1 – When Amendments Can Occur

- A) Amendments to sport playing regulations are recommended by concerned teacher-coaches and/or the sport advisory committee, at the conclusion of the season. These amendments are to be in the form of notices of motion and must be presented at a general meeting at least 3 weeks prior to the start of the season in which that sport is played. However, with application to the Executive, Notices of Motion may be presented at any general meeting.
- B) A motion is a proposal that the YRAA takes certain action, or that it express itself as holding certain views.
- C) Motions to amend the sport playing regulations must be submitted to the Executive three weeks prior to the appropriate general meeting so they can be circulated to the member schools.
- D) A friendly amendment to a pending motion requires a simple majority vote for its adoption.
- E) Approved amendments shall be incorporated into the sport playing regulations for subsequent years.
- F) All amendments to the sport playing regulations shall be spoken to by the mover, the seconder, or, with the prior approval of the Executive (at least twenty-four (24) hours), a designate. If circumstances do not permit the mover, seconder or designate to speak at the appropriate general meeting, having obtained prior notification of this, the Executive may table the motion to the next general meeting.
- G) Sport playing regulations may be amended by a majority vote of the member schools who participated in the activity the previous season.
- H) Notices of Motion that contravene the YRAA Constitution will be ruled out of order by the YRAA Executive and be withdrawn from the floor.
- I) Any sport playing motion must show evidence of support from the coaches in that sport. Evidence could be in the form of surveys, emails etc. The evidence should show that at least one third of the eligible voting schools are aware of and support the motion in principle.

Article 10 – Voting Power

Section 1 – Voting Eligibility

Every member present at the annual general meeting shall be given the right to vote for the officers of the YRAA. When voting to Amend Constitution and for Changes to Sport Playing Regulations, each member school has one vote. The Athletic Director or their proxy shall vote on behalf of their school for motions on the floor.

Section 2 – Voting for Changes to Sport Playing Regulations

- A) Where a matter under discussion deals with a specific sport, no school shall have a vote unless it had a team entered in the sport concerned during the current year.
- B) If the scheduling of preliminary meets has not begun at the time of the meeting, the schools having votes shall be those entered in the sport the previous year.
- C) Each school participating in a sport has a vote.

Section 3 – Breaking of Ties

The school that the Chairperson represents shall be entitled to a vote exclusive of the Chairperson.

- A) In case of a tie, the Chairperson shall have the deciding vote.

Section 4 – Votes Required to Amend Constitution

- A) A quorum shall consist of members present.
- B) There must be a two-thirds majority vote of member schools present to amend or repeal the Constitution.

Section 5 – Votes Required to Carry Other Items

For smaller committees (i.e. coaches' meetings) a majority vote cast will carry all motions, if all respective members of that committee have been notified of the meeting.

Article 11 – Finances

Section 1 – Per Student Fee

The YRAA fee structure for each member school is based on the full-time equivalent enrolment, grades 9 - 12 as of October 31st of the school year. A per pupil fee of fifty-three (53) cents (full time status as of October 31) is collected annually to cover the costs associated with awards, meetings, etc. This will be billed annually in December.

Section 2 – Signing Rights

All disbursements shall be made over the signature of the Athletic Coordinator and the Assistant to the Athletic Coordinator.

Section 3 – Responsibility for Finances

All matters pertaining to finance, including the establishment of an adequate contingency fund, shall be the responsibility of the current Executive.

Section 4 – Fiscal Year

The fiscal year shall be from September 1st to August 31st of the following year.

Section 5 – Duty of YRAA Office

The **YRAA Office** shall be empowered by the Executive to pay all bills passed by the general or executive meetings and expenses which are incurred by the Executive while on YRAA business.

Section 6 – Playoffs

The financial cost of the operation of the playoffs shall be shared equally by all schools participating in the league, regardless of classification (A, AA, AAA) on a per team basis.

- A) Gate receipts for championships may be used by the host school to offset operating costs other than officials and YRAA awards. Should gate receipts exceed \$500, the first \$500 shall go to the host member school and monies in excess are split 50:50 between the YRAA and the host member school. Admission charges may not exceed \$5 per person without prior written consent from the Executive. The host school must provide the Executive with a financial statement within two (2) weeks of the completion of the event.
- B) Where collected entry fees are in excess of operating costs, the money should be refunded to the participating schools.

Section 7 – Assigners’ Fee

Assigners’ fees will be negotiated by the Athletic Coordinator and approved by the Executive Committee. Each school participating in the league, on a per team basis, will share this cost.

NOTE: Any assigner seeking a supplementary fee for their duties is required to submit a written appeal to the Executive through the Athletic Coordinator. A supplemental fee may be granted, based on the Executive’s review of individual sport considerations.

Section 8 – YRAA Administrative Fee

- A) The expenses of the YRAA will be shared equally amongst all member schools. These expenses include, but are not limited to, the expense of maintaining the YRAA office, the salary and benefits of the YRAA staff (Athletic Coordinator and Athletics Administrator).
- B) Prior to the annual general meeting, the Auditor will prepare a summary of projected YRAA administration expenditures for the forthcoming year (September-June).
- C) The YRAA administration fee will be determined by dividing the total administration expenditures by the total number of member schools.
- D) Following the annual general meeting, the YRAA office fee is owed by all schools unless written notification of cancelled membership has been received.
- E) Schools will be notified at the annual general meeting of the expected YRAA administration fee for the forthcoming year.
- F) The YRAA Office will collect the YRAA administration fee and the YRAA Executive will allocate these funds.

Article 12 – Awards

Section 1 – Championship Awards

- A) The YRAA shall award a pennant, trophy and medals to all teams winning a Tier 1 YRAA Championship. The winner of the Tier 2 championship shall receive medallions. If additional medallions are required, the school shall bear the cost of such medallions.
- B) The YRAA shall award individual medallions (gold, silver and bronze) as outlined in the sport playing regulations.

Section 2 – Awards for Non-Championship Competitions

- A) Member schools wishing to sponsor activities resulting in prizes being awarded, may honour deserving individuals and/or teams with any of the following:
 - i) Awards by or sponsored by YRAA or OFSAA;
 - ii) Regular school awards;
 - iii) Banquets;
 - iv) Trophies, crests, ribbons, medals.
- B) Any student/athlete or teacher/coach who accepts an award of a monetary nature must return the same to the donor and is subject to any action deemed necessary by the Executive.

Section 3 – Special Awards

- A) The Norm Menczel Award may be awarded each year. (See appendix H)
- B) The YRAA Outstanding Service Award may be presented to a member who is leaving York Region. This award is to honour an Outstanding Career of Service to the Students of York Region in the field of athletics.
- C) The Pete Beach Award may be awarded each year. (See appendix I)
- D) The Don Carmichael / Dennis Herbert Award will be presented annually to a YRAA sport official who, through long-term dedication to high school athletics, demonstrates care and professionalism, while upholding the values of the YRAA and high school athletics. (See Appendix R)

Article 13 – Player Eligibility

Section 1 – Team Roster

- A) Any student/athlete who has transferred to a secondary school in the previous twelve months is ineligible to participate in any YRAA interschool sports or OFSAA sanctioned tournaments or exhibition games or unsanctioned tournaments until he/she has been deemed eligible by the YRAA Transfer Eligibility Committee through the procedure outlined in article 13 section 4.

The exceptions to this rule are,

- i) For any “A” school who has declared they will not be accepting an OFSAA entry for that sport
- ii) For any other student/athlete playing on a tier 2 team (exception to this rule is Senior Volleyball)
- iii) The following sports which are not OFSAA bound, Cricket, Rock Climbing, Table Tennis, Flag Football and Mountain Biking.

- B) It is the responsibility of the teacher/coach to ensure that the team roster is completed on-line and that information is complete and accurate.
- C) In leagues in which game sheets are used, it is the responsibility of the teacher/coach to have completed the game sheet before the start of any game. It is also the responsibility of the teacher/coach to keep a copy of all games sheets until the end of the playoff season.
- D) For the purposes of this constitution, a sport is defined as one which is sanctioned by the York Region Athletic Association or the Ontario Federation of School Athletic Associations or the Pan American Sports Organization or the International Olympic Committee
- E) A student/athlete must be on the team roster at the proper age group (Jr. / Sr.) for a specific sport and tier, to be eligible to participate at that age level in that sport. The team roster must be completed on-line prior to the commencement of the competition (or as indicated in the particular sport playing regulations).
- F) Exceptions to this article will be made for individual sports (e.g. track and field) where ineligibility would disqualify the student/athlete from further play. In such a case the school in violation will be fined \$25.00 per student and the student/athlete will be allowed to compete. If a school fails to comply with the above regulations, the convenor will advise the Executive. The team or individual is ineligible until a complete and accurate team roster has been completed on-line. When an ineligible team competes in a game, that game shall automatically be counted as a loss for the ineligible team and a win for the opposing team. Resulting defaults will be applied according to the sport playing regulations.
- G) It is the responsibility of the school to clarify the eligibility of the student/athletes who have transferred to the school in the current year before filing eligibility lists with the convenor.
- H) Additions to a team roster must be submitted according to article 13 section 1 B) before the start of the final regular season competition or date indicated in the particular sport playing regulations.
- I) To be eligible for play beyond the York Region playoffs, a student/athlete must have been eligible to participate in the YRAA regular season play.

Section 2 – Age Classifications

To represent a school in any YRAA sponsored activity, a student/athlete must be eligible according to the articles of this Constitution.

- A) The student/athlete may compete only for the secondary school in which he/she is registered.
- B) Students enrolled in elementary school programs may not participate in YRAA-sponsored activities. Grades 7 and 8 are part of the elementary program. Students that are in specialized alternative education programs, often called ‘grade 8 1/2 programs’ may participate in YRAA sport provided they are eligible under other sections of the Constitution, that the alternative program is housed in a member secondary school and the student is not participating in an elementary school athletic program.
- C) Any student/athlete who registers and either:
 - i) Attends one (1) full term or semester; or
 - ii) Practices or plays with an intercollegiate team at a post secondary institution, and then returns to any high school is ineligible for YRAA competition for the remainder of his/her high school career.
- D) Division Classifications shall be:
 - i) Open (Varsity) Sports:
Enrolled in no more than their fifth consecutive year from initial date of entry to secondary school and born no more than 19 years prior to the start of the school year in which the competition is held
 - ii) Two Division Sports:
Junior: Born no more than 14 years prior to the start of the calendar year in which the competition is held
Senior: As outlined previously in subsection i.
 - iii) OFSAA Bound Individual Sports:
Novice: Born no more than 13 years prior to the start of the calendar year in which the competition is held. Student/athletes may compete in this category for one year only.
Junior & Senior: As outlined previously in subsection ii.

To determine a student-athlete’s age and date of entry to Grade 9 of competitors, the school records shall be used. A student’s 5 years of eligibility are considered to begin the year a student enrolls in 2 or more grade 9 day school courses or appears on a team roster. Student/athletes returning for the 5th year do not have to go through an approval process. Also note that there is no appeal for a 6th year of eligibility.

- E) Course requirement policy (in keeping with OFSAA).
 - i) Student/athletes 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/athlete 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) Student/athletes 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 per semester.

Section 3 – Playing Up An Age Division or Tier

- A) A student-athlete may play in a higher age group or tier for ONE game/match, provided they are on an team roster for that sport. The teacher-coach should e-mail the convenor to notify them of the addition of a junior or tier 2 player to the game sheet within 24 of the game being played. This e-mail is to include the sport, date of game, name of the opposing school and the name of the student-athlete(s) playing ‘up’.
- B) If a student-athlete elects to play in two (2) YRAA league games/matches in an age group or tier above which he/she normally could play in the current season, the student-athlete must continue to participate in the higher age classification or tier in that sport for the remainder of the current season. It is the responsibility of the teacher-coach to forward the updated team eligibility list to the convenor and Athletic Coordinator in advance of the student playing in the second game/match.

Section 4 – Transfer Eligibility

- A) Any student-athlete who has transferred from a secondary school in the previous twelve months is ineligible to participate in YRAA interschool sports or OFSAA sanctioned tournaments until the student has been deemed eligible by the YRAA Transfer Eligibility Committee. The transfer procedure is outlined below:
 - i) A Transfer Application Form must be accurately and completely filled in for each transfer student/athlete (See Appendix E).
 - ii) Each form is to be sent as a PDF by email to the YRAA Office before 1:00pm each Thursday.
 - iii) The Transfer Committee will rule on the eligibility or ineligibility of each applicant.
 - iv) Applicants ruled eligible will be informed via the Athletic Director.
 - v) Applicants whose eligibility is questionable will be asked to provide further information or clarification. This may be an interview.
 - vi) Applicants ruled ineligible, may appeal the decision to the YRAA Transfer Appeal Committee. Appointments must be booked through the YRAA office, forty-eight (48) hours prior to the scheduled appeal meeting date.
- B) Students transferring from a secondary school to enroll in an application based regional program at a different secondary school (eg. Bill Crothers SS), may only apply under section b i) or b ii) of the transfer policy.
- C) Students transferring from Bill Crothers to the school closest to their home, in the chosen school board, will automatically be cleared to play sports at their new school
- D) If the eligibility of a transfer student-athlete is challenged, the challenge must be made in writing, be signed, and sent to the Chair of the Transfer Committee and the Athletic Director of the current school attended by the transfer student-athlete in question. The written challenge must include a report of all the information pertaining to the case as known by the questioning party.
- E) The process previously outlined in subsection C must be initiated by a YRAA member and be properly submitted within three (3) weeks of the published date of the applicable transfer eligibility list or update.
- F) Upon receipt of the written challenge, the Transfer Appeal Committee will examine the situation and rule on the eligibility of the student-athlete in question. The Transfer Committee may, at its discretion, pass the decision-making responsibility on to OFSAA.
- G) The process previously outlined in Sub-sections F & G must be initiated, in writing, to the Chair of the Transfer Committee, within three (3) weeks of the published date of the applicable Transfer Eligibility List.
- H) Any student/athlete applying for eligibility who deliberately misrepresents himself/herself, verbally or in writing, may be ineligible from competition in all YRAA activities for a period of two (2) years.

Section 5 – Eligibility of Students Attending Sport Schools/Sport Academies or Enrolled in Specialty Sport Programs.

- A) Sport schools and sport academies are schools that are application based and offer flexible or modified timetabling to accommodate students’ athletic training, competition and/or travel schedules; or schools that admit student athletes due to their level of athletic status and are required to take additional credits in health and physical education specific to fundamental and fitness training principles.
- B) Sport programs are considered to be a course or courses offered by a school that are sport-specific curricular programs.
- C)
 - i) Any student enrolled in a sport school, sport academy, or sport program will be eligible to compete in all individual sports. Students in a sport school or sport academy are not eligible for a team component of an individual sport if the sport in question is their sport of specialty and they are not attending their designated school (or closest school where no boundaries exist). Students in a sport program for an individual sport who are not attending their designated school (or closest school where no boundaries exist) cannot compete in the team component of that sport. Schools that are a sport school or sport academy are not eligible for team awards in individual sports. Schools that have a sport program in an individual sport are not eligible for team awards in that sport.
 - ii.) Any student enrolled in a sport school, sport academy, or sport program will be eligible to compete in any team sport provided they are attending the designated school according to school board boundaries (or the closest school where no boundaries exist).
 - iii.) Any student enrolled in a sport program and the school is not his/her designated school according to school board boundaries (or not their closest school where no boundaries exist), will be eligible to compete in any team sport except the team sport being provided through their sport-specific curricular program. The period of ineligibility will continue as long as the student attends the school where the sport program exists
- D)
 - i) The declared or designated sport of specialty shall be the sport played at the highest level within the

12 months prior to the student entering the sport school or sport academy. Schools must submit each new students declared or designated sport of specialty along with a list and the level of all sports played outside the school system for approval by the local athletic association (e.g. district, zone) by September 15th of the current school year or within 15 school days of the student's enrolment at the school. (see Appendix M)

ii) For the purposes of determining the Sport of Specialty, a sport will be defined according to those sanctioned in article 13 section 5, of this Constitution.

iii) The 'Sport of Specialty Evaluation Committee' will use the flow chart in appendix P to determine a student athlete's designated sport of specialty. If the Committee determines the declared sport of specialty is not the sport played at the highest level outside of school sport, the Committee may designate the sport of specialty.

viii) If the Sport of Specialty,

1) is determined to be Rugby 7's or Rugby 15's that student will be ineligible for both Rugby 7's and Rugby 15's

2) is determined to be Beach Volleyball the student will be ineligible for Volleyball

3) is determined to be Box Lacrosse, the student will be ineligible for Lacrosse

iv) An appeal of a student's declared or designated sport may be made by the athletic director, principal or vice principal of a YRAA member school by the end of the first week of October. Appeals must be made on the 'Declared Sport of Specialty Appeal Form' (appendix N) and submitted to the YRAA Coordinator of Athletics. Appeals must include substantive information regarding the level of play or hours of training of the student in question for both the declared and recommended sport of specialty, for the appeal to be heard. If an appeal is upheld and the student in question has played a game in what becomes their designated sport, that game will not be forfeit.

v) Students that are found to have provided inaccurate or intentionally misleading information on their 'Sport School, Sport Academy, Tracking Sheet' or to the YRAA 'Sport Specialty Evaluation Committee' may be suspended from all high school sport for one year.

vi) Students registered in a sport school, sport academy or sport program as of September 4, 2012 shall be eligible for all sports, provided they meet all other rules of eligibility.

E) Any student in an HPA program with a modified timetable must declare their primary sport regardless of which school they attend. The HPA athlete will not be eligible to play their primary sport for the duration of their high school career while attending the school in which they entered the HPA program.

This rule will take effect for new HPA students attending the school closest to their home starting in the 2024-25 school year

F) Students who play on a Prep/Elite team are ineligible for the "bona find" school team for the current school year.

Section 6 – Eligibility for Championships

A) To be eligible to compete in playoffs, where sport playing regulations do not dictate otherwise, a student/athlete must have competed for the school in one regular league game/match at the age classification of the corresponding playoff and be on the corresponding eligibility list. Documented injury or illness cases may be appealed to the president of the YRAA.

B) A student/athlete must compete in only one age classification in inter-zone playoffs and in YRAA playoff competition in the same season in any one sport. YRAA playoffs are defined as any game/match between two YRAA member schools taking place after the regular season but not at an OFSAA championship or festival.

C) Student/athletes are considered to have competed or participated should their name appear on the score or game sheet.

D) Any professional athlete who is a bona fide student/athlete may play for his school in any sport other than that in which he/she is a professional.

E) No student/athlete may play the same sport for more than one school in the same league or municipality in the same school year unless the student/athlete is ruled eligible by the Transfer Committee under subsection (a) of the Transfer Policy.

F) For individual sports (eg. golf, tennis, cross country, swimming, wrestling, alpine skiing, snowboard, badminton, track & field, table tennis and mountain bike) Bill Crothers SS teams are ineligible to win the team championship and points accumulated by individuals will not be totaled.

G) Individual sport student-athletes from Bill Crothers SS that are not affected by the Sport School/Sport Academy exemption outlined in article 13 section 5, may qualify for OFSAA competition only as individuals and may not qualify as part of a team unless there is an 'open' category in that sport.

H) OFSAA Championships or Festivals for team sports shall only involve teams which have used OFSAA-eligible student-athletes in all competition during the school year. OFSAA-eligible means the student meets all eligibility requirements as defined in the OFSAA playing regulations and the OFSAA by-laws. Any team using an ineligible student-athlete(s) in any competition during the school year forfeits the right to participate in the OFSAA Championship or Festival.

a) Team sports

- a. Baseball
- b. Basketball
- c. Curling
- d. Field Hockey

b) Individual with a Team Component Sports

- a. Alpine Skiing
- b. Badminton
- c. Cross Country
- d. Golf

- e. Field Lacrosse
- f. Football
- g. Hockey
- h. Rugby
- i. Soccer
- j. Volleyball
- k. Slo-Pitch
- l. Ultimate

- e. Nordic Skiing
- f. Snowboard
- g. Swimming
- h. Tennis
- i. Track and Field
- j. Wrestling

Section 7 – Violations of Eligibility

- A) Where an ineligible student/athlete competes in a game during the regular season, that game shall automatically be counted as a loss for the school for which the student/athlete competed, and a win for the opposing team, (in cases where the specific sport playing guidelines have alternative penalties for forfeitures, those rules will be followed). Once playoffs begin, where an ineligible student/athlete competes in a playoff game, only the most recent game in which said student/athlete competed shall be registered as a loss for that team and a win for the opponent. The team that has played the ineligible student/athlete and has registered the loss shall not be eligible for any awards or competition at any higher championship in that sport season.
- B) In the case that the forfeiture is the result of the roster not being submitted to the YRAA before the first game of the season the team shall be penalized the equivalent of one win at the end of the regular season. For tie-breaking purposes one win shall be removed from the “wins” column and the equivalent number of points shall be removed from the “points” column. The removed win will not apply to any specific game in the season.
- C) Any student-athlete who deliberately misrepresents their age, date of birth, or level of competition (eg. open swimming, ranked tennis) in order to gain extra eligibility at a lower age level or compete at a lower level of competition, shall be ineligible for a period of twelve months from all YRAA activities.

Section 8 – Challenge to Playoff Eligibility

Should a school challenge the eligibility of a student/athlete, this challenge must be done in writing and submitted to the YRAA President, with a copy to the Athletic Director of the challenged student/athlete forty-eight (48) hours prior to post season play

Article 14 – School Eligibility

Section 1 – New School Membership

- A) All secondary schools in the York Region District School Board and the York Catholic District School Board, shall be eligible to participate in the activities sponsored by the YRAA.
- B) All other secondary schools located in the geographic Region of York and those outside the region may apply in writing to the Executive for permission to participate.
- C) Each school shall be limited to one (1) team per division per tier in YRAA sanctioned sports.
- D) Any member school entering league competition is required to secure a suitable ‘home’ playing venue, that is appropriate for such competitions at or prior to the pre-season meeting of that sport. Schools may apply to the Executive in writing, for an exemption to this subsection for a period of up to two consecutive years to allow for the repair of the school’s own facilities.
- E) Students attending a newly constructed school within the boundaries of York Region shall be permitted to compete in interschool competition without going through the transfer process provided that the transfer occurs within the first ten days of the new school’s operation. Students wishing to transfer after that date will be required to apply for eligibility process outlined in article 13 of the constitution.

Section 2 – Commitment to Schedule

Teams of the member schools of the YRAA must be available for all scheduled playing dates.

Section 3 – Payment of Fees

If payment of participation in a sport and/or any outstanding fee has not been received by June 30th of the current year, the school shall be ruled ineligible in that sport in the subsequent year.

Section 4 – Classification of Schools

Member schools of the YRAA will be classified by the YRAA Classifications Committee (see Article 6, Section 9) according to the criteria set out in Article 3, Section 4 (Classification of Schools). See appendix F for current school classifications.

Section 5 – Practice & Playing Requirements

- A) In order to be able to sponsor student/athletes in a YRAA activity, a school must have an organized schedule of practices, supervised by a teacher staff member of the school, and have a teacher/coach or teacher representative at the pre-season coaches meeting (see Article 2, Section 2, Sub-section D Expectations of Coaches).
- B) A practice is defined as a gathering of student-athletes when coaches or adults associated with the team are present and organizing activity that uses sport specific equipment and/or drills taking place outside of class time.

Section 6 – Forfeitures

- A) Upon the declaration by a member school of its' intention to compete in a certain league/competition/tournament at a certain level, it is assumed that the school will be available and willing to compete in all YRAA scheduled competitions whether they be league, tournament or playoff. Failure to do so may result in sanctions against the school.
- B) A drop out fee of \$200 shall be charged to a school that drops out of a league/competition/tournament after the schedule is made or which drops out of a YRAA championship tournament or competition within three weeks of the tournament date. A team that drops out of a league/competition/tournament after having participated shall have all record of games and points versus such team removed from the standings. If the same team withdraws two years in a row, the dropout fee shall be \$500 and the team may not declare in future seasons unless approved by appeal to the Executive.
- C) Teams who commit to OFSAA and subsequently withdraw from OFSAA or a qualifying game with another association will be subject to a fine of \$200 and cannot play in OFSAA competition in that sport the next season.
- D) A team which forfeits or defaults a scheduled game will:
 - i) Have the game recorded as a loss; (In cases where the specific sport playing guidelines have alternative penalties for forfeitures, those rules will be followed)
 - ii) Pay a \$100 default fee plus expenses if applicable, including but not exclusive to, transportation and officiating costs;
 - iii) Be subject to further sanctions from the YRAA Executive, and;
 - iv) Contact the sport convenor and then the YRAA Athletic Coordinator, as well as the school(s) affected, prior to the competition.
- E) A team which forfeits or defaults a second scheduled game will be deemed to have dropped out of the league and will:
 - i) Pay a \$200 drop out fee plus expenses related to the second default if applicable (including, but not exclusive to, transportation and officiating costs);
 - ii) Have all record of games and points versus that team removed from the standings;
 - iii) Be subject to further sanctions from the YRAA Executive, and;
 - iv) Contact the sport convenor and the YRAA Athletic Coordinator, as well as the school(s) affected, prior to the competition.
- F) There may arise exceptional conditions that may warrant the YRAA Executive granting an honourable release from the fulfillment of a team's obligations. Intent to forfeit a game due to exceptional conditions must be communicated to the YRAA President and the individual sport convenor prior to the competition if possible.
- G) Any team forfeiting a playoff game, which is not dealt with under Article 14, Section 6, Sub-section F exceptional conditions, will be disqualified from further competition in said playoffs and subject to further sanctions by the YRAA.

Article 15 – Qualifying for OFSAA Championships

Section 1 – Criteria for Qualification

- A) Teams wishing to vie for an OFSAA entry must declare and compete in tier 1 for YRAA play. The exceptions to this requirement will be for school's competing in the "A" classification and for senior boy's basketball where all teams are eligible for OFSAA regardless of tier
 - i) For senior boys' basketball, teams must declare their intention to vie for OFSAA according to subsections C and D below.
 - ii) For A and AA, all teams that declare their intention to vie for OFSAA, regardless of the tier, will play off to determine the YRAA representative. This team will then have to playoff against the representative from another association to determine the OFSAA entry.
- B) Classification shall be determined by the criteria set out in Article 3, Section 4 – Classification of Schools.
- C) A team must declare the level at which it will participate by the declaration date.
- D) Schools may not change their declared level (A, AA, AAA) after completion of the pre season meeting.
- E) All teams regardless of classification (A, AA, AAA) will have equal access to the YRAA championships. Following the championships, the top team from each classification will advance to OFSAA (this may require a head- to- head playoff).
 - i) If a AA classified school wins the YRAA Championship, they will be the Association representative to OFSAA for their classification. In all other circumstances where there are two or more teams at the A or AA classification that declare their intention to vie for OFSAA, a separate play-off will be held to determine the Association representative at those classifications.
 - ii) When the top two (2) teams in a classification advance to the same standing, a head-to-head play-off will occur.
 - iii) Where a classification is not represented in playoffs, the top team in each zone will play off or the top two (2) in league play, whichever applies.

Section 2 – Hosting OFSAA Championships

a) Hosting Team Sports

- The second OFSAA entry will be awarded to the second highest qualifying team in the league based on the playing regulations for that sport.

b) Hosting Individual Sports

- For all individual sports, OFSAA qualifying will be as outlined in the playing regulations for each sport.

Article 16 – Sport Advisory Committees

Section 1 – Members of Sport Advisory Committees (SAC)

- I. Each sport shall have a SAC.
- II. Each SAC shall have the following positions to be filled;
 - Chair
 - Vice-Chair,
 - Secretary,
 - Rules,
 - Ophea/Safety
 - Up to 4 additional members at large
 - Executive Member (non-voting)
 - Athletic Coordinator (non-voting)
- III. Members shall sit for a three (3) year term after which they must reapply for an additional three (3) year term.
****first term will be 1-3 years depending on sport see Section 5****
- IV. There must be a minimum of 4 voting SAC members (or 25% of the league if fewer than 11 teams) for a sport to operate.

Section 2 – Selection to a SAC

- I. Any teacher/coach in good standing with the YRAA can apply to be a member of a SAC
- II. Intention to sit as a SAC member must be received by May 15th by the athletic coordinator
- III. If more than nine (9) applicants are received, a vote will be held to determine the 9 members of the committee
- IV. Coaches who coached in the current year will be eligible to vote
- V. The executive member will be assigned by the YRAA executive.
- VI. If there are vacancies on a SAC any teacher/coach in good standing with the YRAA can apply to the Chair to join the SAC for the duration of the current term

Section 3 – Duties of a SAC

- I. To meet at least once per year.
- II. To review sport playing rules and regulations (including safety, OPHEA)
- III. To review scheduling/tiering and play-off formats
- IV. To put forward sport playing motions on behalf of the membership
- V. To review and make decisions on sport specific appeals

Section 4– Specific Duties

A) Chair

- I. To organize and conduct all meetings.
- II. To chair any sport specific appeal hearing

B) Vice-Chair;

- I. To fill in for the Chair when they are not able to fulfill their duties

C) Secretary

- I. To take minutes of SAC meetings and submit for distribution to the Athletic Coordinator
- II. To facilitate voting by the SAC

- D) Rules
 - I. To review current rules and regulations and be responsible for submitting motions on behalf of the SAC
- E) Ophea
 - I. To review current ophea guidelines and to inform the membership of current safety protocols
 - II. Research and help facilitate training opportunities
- D) Members at Large
 - I. To attend and participate in all meetings called by the Chair
 - II. To assist other members of the SAC when needed
 - III. To vote on all SAC related issues
- E) Executive Member
 - I. To attend and participate in all meetings called by the Chair
 - II. To Chair the first meeting of a new SAC to determine the Chair, Vice-Chair and Secretary

Section 5– Term renewal years by sport

- I. Rugby, Track and Field, Wrestling, Curling, Ultimate, Cricket, Table Tennis, Nordic, Mountain Biking
2025, 2028, 2031, 2034
- II. Volleyball, Hockey, Golf, Flag Football, Cross Country, Badminton, Tennis, Rock Climbing,
2026, 2029, 2032, 2035
- III. Basketball, Field Hockey, Soccer, Baseball, Slo-Pitch, Lacrosse, Swimming, Alpine/Snowboard
2024, 2027, 2030, 2033

Section 6 – Championship Hosts

All YRAA member schools may bid to host an Association Championship. Schools wishing to host must submit a completed Application to Host (Appendix J) to the Athletic Coordinator. The site of the championship will be decided by the specific sport advisory committees in consultation with the Athletic Coordinator based on the information provided on the bid application form.

Article 17 – General Information

Section 1 – Supervision of Teams

- A) i) All teams or individuals must have on site supervision by a member of the teaching staff or retired teacher from the school that they represent.
- ii) The exception to i) above is for individual sports (ie. golf, tennis, cross country, wrestling, alpine skiing & boarding, badminton, track & field) at OFSAA championships. For these events, teacher-coaches from other YRAA member schools may fulfill the supervision requirement with written permission of the principals of the schools involved and written notification to the YRAA. In addition to the students from a teacher's home school, and taking into consideration the supervision recommendations outlined in appendix O of this Constitution, no more than 6 students from different schools may be supervised by one teacher-coach.
- B) This teacher shall be responsible to the YRAA for the conduct of his/her team and shall be the only person involved in all exchanges with officials, opposing teacher/coaches and members of school staffs.
- C) A person is permitted to assist in the coaching of an individual of a team provided that a staff member is present and responsible.
- D) A teacher must be present on the bench for all games. It is strongly recommended that the supervision recommendations outlines in appendix O be followed.
- E) Unless the staff member (as defined in Section 1a - above) of the competing school is present, the opposing teacher/coach and/or convenor shall not allow the game to begin or an individual to compete and the competition shall be forfeited.
- F) In sports where officials are centrally assigned, no teacher/coach shall officiate a game **or competition** involving his/her team.
- G) It is the teacher/coaches' duty to ensure the accuracy of the information provided on game sheets compared to the team's eligibility list.

Section 2 – Supervision of Spectators

- A) Participating schools must provide for adequate supervision of their teams and spectators. See Code for Spectators , Article 2, Section 2 - c). Since schools are responsible for ensuring a safe venue for athletic competition, adult school personnel in addition to the coaching staff should supervise spectators at YRAA events. Supervisors must be identified to both teams' coaches, to game officials, and to professional security if applicable. Schools that refuse to provide staff supervision for an event (i.e. boys' basketball playoffs) face the possibility of not participating in the event. See appendix J on hosting YRAA events.
- B) Regarding supervision of student/athletes: Exceptions may be made when expense and the number of student/athletes attending an event (such as OFSAA Track), present financial and supervision problems, staff supervisors from another school in York Region may be appointed where mutually agreed upon by the principals of the schools involved.

Section 3 – Recruiting

Definition of Recruitment

Recruiting is defined as a representative of a school, either directly or through another party, encouraging a student to attend a school other than that in whose catchment area he or she resides and/or within a shared catchment area for the purpose of being involved in extracurricular sport. The school representative could be a teacher, administrator, school district employee, school employee, or any person representing themselves as a school contact.

- A) A school representative shall not initiate contact with any student who does not attend, or does not directly feed into a school, in order to suggest, encourage or explain a transfer to a different school.
- B) A school representative shall not encourage any other person, including past and present players, to contact any student to suggest, encourage or explain a transfer to a different school.
- C) A school representative shall not permit a student who is not currently enrolled at a school, or whose present school does not directly feed into the representative's school, to participate in team practices or participate in scheduled team activities (including travel to games/events, team meetings or trips).
- D) A school representative shall not permit a student who is not currently enrolled at the representative's school, or whose present school does not directly feed into the representative's school, to attend "open gym" at the representative's school or attend spring or summer practices, games or camps specifically designated for enrolled students.
- E) A school representative shall not entice a student who is not currently enrolled at the representative's school, or whose present school does not directly feed into the representative's school, into transferring to the representative's school.
- F) Where a coach or school representative is approached by a student-athlete or representatives of student-athlete who is not enrolled at the school or at a feeder school, with inquiries concerning the school's sports teams or programs, the coach or school representative must direct the student-athlete or representative of the student-athlete to the school administration.
- G) A student-athlete may not receive or be offered any remuneration of any kind or receive or be offered any inducement of any kind, which is not made available to all students who enroll in or apply to a school. Inducements for athletic purposes include, but are not limited to:
 - i) offer or acceptance of money or other valuable consideration such as free or reduced tuition during the regular school year or summer school by any person associated with a school.
 - ii) offer or acceptance of room, board, textbooks or clothing, or financial allotment for textbooks or clothing.
 - iii) offer or acceptance of free transportation by any person associated with the school.
 - iv) offer or acceptance of a residence with any person associated with the school which would result with the student-athlete living with a non-custodial parent.
 - v) offer or acceptance of any privilege not afforded to non-athletes.
 - vi) offer or acceptance of free or reduced rent for parents or guardians.
 - vii) offer or acceptance of payments of moving expenses of parents or guardians or assistance with the moving of parents or guardians.
 - viii) offer or acceptance of help in securing a post secondary athletic scholarship
 - ix) offer or acceptance of the opportunity to gain significant playing time
 - x) offer or acceptance of the opportunity to be associated with a more competitive team

Grade 8 Recruitment

A school representative(s) may make general presentations (not just athletic) to eighth grade students (not just athletes). There should be a diversity of presenters, speaking on a variety of topics to students of all interests. When an eighth grade student or the parents of that student, contacts the coach or school representative about attending the representatives school, the coach or representative shall refer the student or parent to the appropriate school administration High school coaches or their representatives may not attend grade school or youth club games

for the purpose of evaluating and recruiting specific prospective athletes.

OPEN HOUSE – The intent of an open house is to allow incoming grade 8 students to gather information regarding curriculum, programs, and the admissions process. School representatives may provide general information to prospective incoming students but no specific details or enticements as to participation if they were to enroll.

Section 4 – Start Times

- A) All regularly scheduled games shall begin no earlier than 2:30 pm unless the YRAA Executive has granted special permission.
- B) Application for an early start must be made annually to the Executive, in writing, stating the rationale for the request. Convenors may make requests during the season. The request must be in the hands of the Executive prior to a scheduled Executive meeting before the game/match is to occur.

Section 5 – Declaration of Teams

- A) The declaration deadline for Fall Sports will be 6:00pm on the second school Tuesday in September.
- B) The date for declaring teams for participation in a particular season will be established by the Executive Committee and published at the annual general meeting the preceding year.
- C) After the declaration dates, if a school wishes to enter a league, entry to that league is allowed only if the schedule is not in place, and a teacher/coach from the school wishing to enter must be in attendance at the pre season coaches' meeting.
- D) If the schedule is in place, late entry will only be granted if all of the following conditions are met:
 - i) An existing team withdraws from the schedule prior to its first league game.
 - ii) The team withdrawing is in the same age division and geographic zone as the team entering.
 - iii) The entering team must assume the same schedule as the one withdrawing.
- F) Teams withdrawing from the league after the schedule has been set or the preseason meeting has been held, will be charged a drop out fee of \$200.
- G) In leagues with an "A/AA" and/or an "AAA" Championship, schools may enter a team in only one of the eligible classifications for their school

Section 6 – 'All-Star' Events

All aspects of this Constitution apply to the governing of any representative or 'all-star' teams involving student/athletes and teacher/coaches from the YRAA. Any sport wishing to entertain any representative or 'all-star' team competition, shall submit a proposal to the YRAA Executive outlining the format, financial aspects and venue for competition, as well as the criteria for selection of student/athletes and teacher/coaches, following the sports preseason meeting.

Section 7 – Gender Eligibility

Students have the right to participate on the team that is in alignment with their gender identity.
Students who identify as male are eligible to participate on Boy's and Coed Teams.
Students who identify as female are eligible to participate on all teams.
Students who identify as non-binary are eligible to participate on all teams.

Section 8 – Inclement Weather Protocol

- A) In the event of inclement weather, games may be cancelled and rescheduled if:
 - i) the transportation company (bus) cancels the booking OR
 - ii) the school principal determines that the weather is unsafe for teams to travel OR
 - iii) the host school teacher/coach, in consultation with the Athletic Director and/or school administration, determines the playing environment to be unsafe (eg. standing water on fields, excessive ice) OR
 - iv) when lightning is seen or thunder is heard in the area, play shall be suspended and participants shall seek appropriate shelter as outlined in the current OPHEA safety document. Play may be resumed once 30 minutes has passed since the last observation of lightning or sound of thunder. The decision to suspend play shall be made by the game official and/or teacher-coaches of the teams involved in the competition.

Whenever possible, it is recommended that a decision to cancel a game due to inclement weather be made by 1:00 pm the day of the game.

- B) Once this has happened the coach or AD of the school canceling shall:
 - i) notify the school(s) being played that they will not be able to play due to inclement weather,
 - ii) contact the YRAA Office that the game is being cancelled due to inclement weather.
 - iii) make arrangements with the school(s) involved to reschedule the game(s) at a date that is acceptable to all parties and fits within the established master schedule. Should a mutually agreeable date to reschedule not be found within 48 hours, the convenor will assign a date that fits in to the master schedule.
- C) The YRAA Office will:

- i) keep a record of cancelled games in order to ensure that they are rescheduled,
- ii) notify the referee assignor that the games are cancelled and will be rescheduled so that unnecessary travel by officials can be avoided.

Article 18 – Playing Regulations

Section 1 – Rules Committees

The Executive Committee may establish rules committees where deemed necessary.

Section 2 – Juries of Appeal

Juries of Appeal may be established by the convenors of individual sports. These juries shall make rulings on sport specific questions that may arise as a result of a formal notice of protest or appeal. The juries do not rule on any issues pertaining to eligibility or the conduct of student/athletes or teacher/coaches.

- A) In league competition any Jury of Appeal shall consist of the President of YRAA, the Vice President of YRAA and the specific sport convenor. Should any member of this Jury have a direct connection to the incident or school in question, the President shall replace that person with another member of the Executive.
- B) In tournament competition, the Jury of Appeal shall consist of the convenor and two other persons chosen at the discretion of the convenor. Should any members of this Jury have a connection to the incident or schools in question, they must be replaced. These juries shall be established in advance of the start of the tournament.
- C) Only teacher/coaches of the game/match in question may lodge a protest to the Jury of Appeal. Judgment decisions of the game official are not open to appeal.
- D) Jurors are empowered to communicate with teacher/coaches not directly involved with the protest or appeal, but who may have knowledge of the events surrounding the appeal.
- E) The jury will base all decisions on the facts presented at the time and all decisions made at that time shall remain final.
- F) Any appeal of a league game must be made within twenty-four (24) hours of the game in question. A fee of \$25.00 must accompany each appeal and will be forfeited to the YRAA should the protest or appeal not be sustained.
- G) Decisions of the Jury of Appeal shall be communicated by the convenor to the teacher/coach lodging the appeal or protest and the person or school against whom the appeal was lodged.

Section 3 - Tie Breaking Procedures

- A) Tie breaking procedures for specific sports shall be outlined in detail in the sport playing regulations for each sport.
- B) In the case of a tie between 3 or more teams, when the tie breaking procedures outlined in the specific sport playing regulations separate one team from the others, that team shall be ranked accordingly. Any remaining ties shall be broken by reverting to step 1 of the appropriate tie breaking procedures and proceeding through the tie breakers in order until the remaining tie or ties are broken.
- C) In the case that teams do not play the same number of games in a given season because of uncontrollable circumstances, ranking will be done based on winning percentage first.

Section 4 – Sport Playing Year

A sport may be conducted and coached any time during the school year (the Tuesday after the Labour Day through June) in a manner consistent with the aims and objectives of the YRAA.

Section 5 – Sanctioning of New Sports

- A) Sports wishing to be sanctioned as a two (2) year probationary sport by the YRAA:
 - i) must submit a written proposal to the Executive that includes playing regulations, an appointed convenor, safety considerations of the sport, equipment and facility requirements, as well as information regarding availability, accreditation and cost of officials.
 - ii) must be approved by the membership by a Notice of Motion at the annual general meeting.
- B) Probationary sports must abide by the YRAA Constitution.
- C) Medallions will be provided for probationary sports.
- D) After a two year probationary period, the Executive will review the status of the sport.
- E) A new sport may apply to be sanctioned by giving Notice of Motion at the annual general meeting only after a two year trial period authorized by the Executive is completed and consideration is given to:
 - i) The number of schools involved.
 - ii) The impact on existing leagues.
 - iii) Availability of qualified officials.
 - iv) Safety issues surrounding the sport have been addressed.
- F) Complete sport playing regulations are submitted.
- G) A two-thirds majority vote, at the annual general meeting, in favour, by member schools for addition to the calendar of events.

- H) A convenor is named.

Section 6– Minimum Number of Teams

All YRAA sports will be offered at two tiers of competition provided the following conditions are met:

- A) The minimum number of teams to run a league will be 4. If less than 4 teams declare for a league, the convenor(s) of the league may appeal to the executive for an exception. Appeals must be heard before the pre-season meeting for that sport.
- B) If a sport declares less than 4 teams three years in a row, the sport will no longer be offered as an option by the YRAA.

Section 7 – Calendar of Events

YRAA sports will be played in the three seasons as outlined below. Note that probationary sports are indicated in italics.

FALL

Girls' Golf
Boys' Golf
Coed Tennis
Girls' Field Hockey
Coed Cross Country
Boys' Soccer
Football
Boys' Volleyball
Girls' Basketball
Cricket
Coed Swimming
Boys' and Girls' Rugby 7's

WINTER

Curling
Boys' Wrestling
Girls' Wrestling
Boys' Basketball
Girls' Ice Hockey
Boys' Ice Hockey
Coed Rock Climbing
Coed Snowboarding
Girls' Volleyball
Coed Badminton
Coed Nordic Skiing
Coed Alpine Skiing

SPRING

Track & Field
Lacrosse
Girls' Slo-Pitch
Baseball
Girls' Soccer
Boys' Rugby
Girls' Rugby
Coed Table Tennis
Coed Ultimate
Coed Mountain Biking
Girls' Flag Football

Article 19 – ‘Job Action’ Situation

In the event of ‘Work to Rule’ sanctions being imposed, the Executive of YRAA will meet in advance in order to give direction to the membership and input to any Rules Committee that may be formed by the O.S.S.T.F. District 16 or O.E.C.T.A. Teams or individuals from schools and/or school boards that are in a ‘Work to Rule’ or ‘Strike’ situation shall not be eligible to compete in YRAA play for the duration of the job action. No penalties or additional fees shall be assigned in such cases. Any remaining schools and/or boards are free to continue with league and championship play as per the YRAA Constitution and sport playing regulation.

APPENDIX A

York Region Athletic Association **Application Form – Assistant Coaches(non teachers)**

Name: _____ School Representing: _____ Team: _____
Please Print Girls or Boys/Sport/Division

Address: _____
Street City/Town Postal Code

Contacts: _____
Home Telephone Work Telephone Fax Number e-mail address

Coach Specific Training:

Academic: (eg. Recreation, Physical & Health Education & related fields) _____

Certifications: Sport _____ Intro to Comp Level 1 ____ NCCP Level 2 ____ NCCP Level 3 ____

Other: _____

Sport(s) Coached: _____ Years of Coaching Experience: i) school _____

ii) community _____

Years of Player Experience _____ Level of Player Experience: _____

Name of Teacher-Coach who is responsible for the team that you are assisting to coach: _____
Please Print

References: (from professional and volunteer groups)

Checked by: _____

1. _____ Telephone Number: _____

Relationship: _____

2. _____ Telephone Number: _____

Relationship: _____

3. [Vulnerable Sector Screening Form](#). Date of issue: _____

Please provide the following for the YRAA Executive:

Letter of Recommendation from Principal of the member school you are representing.

I understand that:

- i) a teacher from the school that I am representing **MUST** be present and on the bench (in immediate vicinity for sports such as Cross Country Running) for all events (league & exhibition) in which I am representing a York Region School.
- ii) I am responsible to the York Region Athletic Association to uphold the spirit and intent of the YRAA Constitution.
- iii) I am required to follow the Coaches Code of Conduct outlined in the Constitution and by the school Athletic Designate.

Signature of Principal

Signature of Athletic Designate

Signature of Teacher/Coach

Signature of Assisting Coach

APPENDIX B

Procedures at a Board of Reference, Board of Reference Appeal:

- i) The student-athlete and teacher-coach(es) will be introduced to all members of the Board present, by the Chairperson of the Board. The Chairperson will review the procedure to be followed while at a Board of Reference with the student-athlete and teacher-coach(es). The student/athlete and teacher/coach(es) will be informed of the Board of Reference as outlined in the YRAA Constitution.
- ii) All written information received by the Board will be shared with the student-athlete and teacher-coach(es) to establish the fact-finding starting point.
- iii) The student-athlete will explain the incident that led to his/her disqualification.
- iv) The Board members may choose to ask questions to clarify or elaborate on any points made by the student athlete.
- v) The student-athlete's teacher-coach(es) may submit further information at this time. Board members may choose to respond and ask further questions directed at the teacher-coach(es).
- vi) Closing remarks and/or statements are made by the student-athlete and/or teacher-coaches.
- vii) The student-athlete and teacher-coach(es) are asked to leave the room and wait outside the room while the Board members review all the information received and decide upon appropriate disciplinary action.
- viii) The student-athlete and teacher-coach(es) will be asked to return to the room, whereupon the Chairperson will inform the student-athlete and teacher-coach(es) of the Board's decision.
- ix) They will be informed that an official letter will be sent to the school Principal, the athletic designate, the teacher-coach(es) and the sport convenor(s).
- x) They will be informed that a Board of Appeal is available, and a copy of the Board of Appeal procedure will be available, should they wish to pursue it.

APPENDIX D

YRAA & OFSAA TRANSFER POLICY

No school shall include in its line-up any student who has been registered as a transfer from another school within the previous twelve (12) months. This Transfer Policy applies to all students transferring into Ontario high schools. A transferring student or his/her representative may apply to the YRAA Transfer Committee to be deemed eligible to participate in YRAA sponsored events according to the following criteria. Note that students transferring from a secondary school to enroll in an application based regional program at a different secondary school (e.g. Bill Crothers SS), may only apply under section b i) b ii) or b iii) of the transfer policy.

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.

- (a). (i) There has been an accompanying change in permanent residence by the student and his/her immediate family to the designated school from any system (public, catholic or 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). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
The student must have moved out of the school board boundaries of the sending school, or if the sending school has no school board boundaries, the receiving school must be closer to the student's new permanent residence than the sending school (see Note 6). Immediate family is the parent(s) or the student's legal guardian as determined by a court of competent jurisdiction. The student and his/her immediate family must completely and permanently move from the former residence. The student must provide evidence/documentation confirming that they are residing in a new permanent residence, and evidence/documentation that they have completely and permanently moved from the former residence. See Note 8.
- (ii) The student has transferred to an Ontario school from outside Canada and the United States and is attending the designated school in their choice of system according to school board boundaries; or is attending the closest school in the student's choice of system to the student's home if no boundaries exist; or is attending a school assigned by the school board. If the independent school is faith-based, the student must attend the closest independent school of that particular faith (see Note 8)
- (iii) The student has transferred as a result of the closure of his/her former school and is attending the school designated by the School Board.
- (iv) **The student has transferred as a result of a board designated placement (i.e. demitted from a program, personal safety, completed expulsion program) and is attending the designated school. The appeal must be accompanied by documentation from the school or school board confirming the designation**
- (b) (i) The student did not participate in any sports at the interschool level for twelve months prior to the date of transfer. Written confirmation from the Vice Principal, Principal, Department Head, or Athletic Director at the previous school is required. Students in their first year of grade 9 may not apply under this section.
- (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. Students in their first year of grade 9 may not apply under this section.
- (iii) The student transferred to another school for a period of less than one school year and is returning to the school he/she attended prior to the transfer. The student must not have participated in any sports at the interschool level while attending the other school.
- (iv) The student is transferring from Bill Crothers to their home school. The student must attend the closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (c) (i) The student has been placed in a school by an I.P.R.C. (Identification, Placement and Review Committee) decision or a court order. The Transfer Committee 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.
- (ii) The student has transferred from an independent school to a public or catholic school resulting from an educational exceptionality which the independent school was unsuccessful in accommodating and/or could not access the I.P.R.C. process. The appeal must be accompanied by the following information: a psych-educational assessment diagnosing the exceptionality; documentation from the independent school outlining the strategies used in the attempt to accommodate the student's exceptionality; and documentation from the receiving school confirming additional and/or new methods being provided to accommodate the educational exceptionality, which were not being provided at the sending school.
- (iii) The student has completed an English Language Learner or English Dialect Learner program, and as a result, the school board is requiring the student to transfer to their designated school. The student must transfer by the beginning of the school year following completion of the program, and must provide documentation from the school board confirming completion of the English Language Learner or English Dialect Learner program and confirming the student has been placed in his/her designated school.
- (iv) **The student has transferred to a French Language school and has a parent/guardian who is a rights holder or has been admitted to a French-language school pursuant to a school board admissions committee process. The French-language school shall provide evidence of their admission.**

(d) The student:

- (i) has transferred prior to their grade 10 year for exceptional personal, social or academic reasons. The appeal must be accompanied by documentation from the sending school's administration and /or independent sources to confirm the exceptional reasons. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (ii) has changed residence to live with a custodial parent for exceptional personal reasons or the student has changed residence 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. See Note 8 regarding proof of residence. The student must attend the designated school from any system (public, catholic, or independent) according to school board boundaries (or the closest school in the student's choice of school system to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (iii) 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.) The student must attend the designated school from any system (public, catholic, or independent) according to school board boundaries (or the closest school in the student's choice of school system to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (iv) has been forced to leave an independent school specifically due to financial hardship. The appeal must include the following information: documentation confirming 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. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (v) The student was the victim of bullying and after attempts to resolve the issue the sending school agreed that it was in the best interest of the student to transfer schools. The appeal must be accompanied by the following information: documentation from the sending school's administration or the police, confirming the seriousness and frequency of the bullying, including a description of the incidents and dates; documentation from the sending school's administration describing the strategies put in place to resolve the bullying and the reasons the strategies were unsuccessful; and a letter from the sending school's administration in support of the transfer. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (vi) The student has transferred schools as a result of the recommendation of a regulated mental health professional with education and training to assess, diagnose, and treat mental health conditions (psychiatrist, psychologist, and/or clinical psychiatric nurse). Prior to transferring, the student must have been diagnosed with a mental health condition and be undergoing treatment by the regulated mental health professional. Documentation must be provided by the mental health professional confirming the student is receiving treatment and requires a change in schools to assist with their recovery. Unless otherwise confirmed in writing by the mental health professional, the student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the students must attend the designated school according to school board boundaries (or is the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.

(e) Alternatively, a student can apply under one of the following categories

| Cat | Move Details | Extra Documentation | Status |
|-------------|---|---------------------|--------------|
| Ei | The family has moved residence more than 100km or from outside Ontario | None | Approved All |
| Eii | The family has moved residence and student is attending school closest to new residence | None | Approved All |
| Eiii | The student has moved in with new guardian and the move is greater than 100km or from outside Ontario | None | Approved All |

| | | | |
|--------------|---|---|--|
| Eiv | The family has moved residence less than 100km and student is not attending school closest to new residence. | <ul style="list-style-type: none"> Letter must be provided explaining the reason for choice of school. List of previous sports played at previous school and outside of school over the previous 12 months must be provided. | Transfer Committee makes determination. Meeting may be required for more information |
| Ev | The student has moved in with new guardian and the move is less than 100km | <ul style="list-style-type: none"> Letter must be provided explaining the reason for choice of school. List of previous sports played at previous school and outside of school over the previous 12 months must be provided. | Transfer Committee makes determination. Meeting may be required for more information |
| Evi | Student transfers to next closest school within the same school board | None | Approved All |
| Evi | Student transfers to school closest to their residence and within the same school board if transferring within the YRAA | None | Approved All |
| Eviii | Student transfers to school not next closest or to a school in a different school board or to a private school | <ul style="list-style-type: none"> Letter must be provided explaining the reason for choice of school. List of previous sports played at previous school and outside of school over the previous 12 months must be provided. | Transfer Committee makes determination. Meeting may be required for more information |

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 YRAA Transfer Committee under subsection (a) of the Transfer Policy.

Notes:

- 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.
- 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.
- 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.
- 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.
- Students who attended an alternative school or alternative program who are returning to the school they attended prior to the alternative school or alternative program, are not considered transfer students provided they did not play sports while at the alternative school or alternative program.
- Driving distance shall be used to determine the closest school to a student's home residence.
- Students transferring from other provinces, states or countries are ineligible for OFSAA competition if they have graduated from high school or equivalent, or if they have used their years of athletic eligibility in 3 the province, state or country from which they are transferring. This does not apply to students who have graduated in the previous school year from secondary school in Quebec, provided they meet one of the criteria for eligibility in sections a – d of the transfer policy.
- When applying under section (a)(i), the student must provide evidence/documentation confirming that he/she and their immediate family are residing in a new permanent residence and that they have completely and permanently moved from the former residence. When applying under section or d(ii) of the policy the student must provide evidence/documentation confirming that they are residing in a new permanent residence. In both cases, such evidence/documentation may include:
 - telephone and utility service operative at the new residence

- telephone and utility service disconnected at the former residence;
- real estate documents indicating and verifying a change of residence (e.g., sale and purchase);
- parents/court-appointed guardians' property tax bill listing the new residence;
- insurance slip for home and auto insurance;
- school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student;
- Any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.
- For a(ii) only, students may provide documentation confirming they have been processed by the school board's assessment center.

9. Prep/elite teams fall into two categories: a school prep/elite team and a non-school prep/elite team. A school prep/elite team is a team that represents the school in a competition and/or is under the oversight of the school administration. If a student participates for a school prep/elite team, and then that student transfers schools, he/she may not apply under section b(i) and he/she is considered to have participated in the prep/elite team sports at the interschool level if applying under b (ii) or b (iii)
10. A French-language school means a school within the French-language public district school board or a French-language separate district school board. Evidence must confirm the parent/guardian is French-language rights holder or the student has passed the school board admission test.
11. Refugee students, arriving to Ontario, are not considered transfer students and are eligible for all sports within the first two years from their date entry into school. Refugees are defined as those students who have been forced to leave their country to escape war, persecution, or natural disaster.

Production of evidence/documentation described above does not guarantee eligibility.

APPENDIX E

2024-25

**PART A: STUDENT INFORMATION****NAME:** _____**DATE OF BIRTH:** _____

RESIDENCES: List **ALL** addresses used during your high school career (attach an additional sheet if more space is required) 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).

| <u>PRESENT ADDRESS</u> | | | | <u>LIVING WITH</u> (be specific, name and relationship) | |
|------------------------|----------------------------|-----------|--------------------------------|--|---------|
| Street | Apt. # | City/Town | Postal Code | Name and relationship | Phone # |
| Phone # | Closest major intersection | | Date moved IN (month and year) | Name and relationship | Phone # |

| <u>PREVIOUS ADDRESSES</u> | | | | <u>LIVING WITH</u> (be specific, name and relationship) | |
|---------------------------|--------------------------------|-----------|---------------------------------|--|---------|
| Street | Apt. # | City/Town | Postal Code | Name and relationship | Phone # |
| Phone # | Date moved IN (month and year) | | Date moved OUT (month and year) | Name and relationship | Phone # |
| Street | Apt. # | City/Town | Postal Code | Name and relationship | Phone # |
| Phone # | Date moved IN (month and year) | | Date moved OUT (month and year) | Name and relationship | Phone # |

SCHOOLS: List ALL high schools attended in reverse order.

| | | |
|-------------------------|--|---|
| <u>PRESENT SCHOOL</u> | <u>DATE OF ENTRY</u> (month and year) | <u>SCHOOL ADDRESS</u> (city/town) |
| | | |
| <u>PREVIOUS SCHOOLS</u> | <u>DATE OF ENTRY</u> (month and year) | <u>SCHOOL ADDRESS</u> (city, province/state, country)) |
| 1) | | |
| 2) | | |

My present school is the high school nearest to my present address? YES NO

Month and year of entry into grade 9:

Number of credits earned as of last June: Number of credits earned semester 1 of this year (if applicable).

Sports played at the interschool level at any high school you attended during the 12 months prior to transferring schools. Indicate NONE if none were played.

PART B: APPEAL INFORMATION

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. No school shall include in its line-up any student who has been registered as a transfer from another school within the previous twelve (12) months. This Transfer Policy applies to all students transferring into Ontario high schools. A transferring student or his/her representative may apply to the YRAA Transfer Committee to be deemed eligible to participate in YRAA sponsored events according to the following criteria. Note that students transferring from a secondary school to enroll in an application based regional program at a different secondary school, may only apply under section bi), bii) or biii) of the transfer policy.

Please indicate the code for the reason for transfer in this box

CODE:

- (ai) There has been an accompanying change in permanent residence by the student and his/her immediate family to the designated school from any system (public, catholic or 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). If the independent school is faith-based, the student must attend the closest independent school of that particular faith. The student must have moved out of the school board boundaries of the sending school, or if the sending school has no school board boundaries, the receiving school must be closer to the student's new permanent residence than the sending school (see Note 6). Immediate family is the parent(s) or the student's legal guardian as determined by a court of competent jurisdiction. The student and his/her immediate family must completely and permanently move from the former residence. The student must provide evidence/documentation confirming that they are residing in a new permanent residence, and evidence/documentation that they have completely and permanently moved from the former residence. See Note 8.
- (aii) The student has transferred to an Ontario school from outside Canada and the United States and is attending the designated school in their choice of system according to school board boundaries; or is attending the closest school in the student's choice of system to the student's home if no boundaries list; or is attending a school assigned by the school board. If the independent school is faith-based, the student must attend the closest independent school of that particular faith. See Note 8.

- (aiii) The student has transferred as a result of the closure of his/her former school and is attending the school designated by the School Board.
- (aiv) The student has transferred as a result of a board designated placement (i.e. demitted from a program, personal safety, completed expulsion program) and is attending the designated school. The appeal must be accompanied by documentation from the school or school board confirming the designation**
- (bi) The student did not participate in any sports at the interschool level for twelve months prior to the date of transfer. Written confirmation from the Vice Principal, Principal, Department Head, or Athletic Director at the previous school is required. Students in their first year of grade 9 may not apply under this section
- (bii) 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. Written confirmation from the Vice Principal, Principal, Department Head, or Athletic Director at the previous school is required (from outside the YRAA only). Students in their first year of grade 9 may not apply under this section
- (biii) The student transferred to another school for a period of less than one school year and is returning to the school he/she attended prior to the transfer. The student must not have participated in any sports at the interschool level while attending the other school.
- (biv) The student is transferring from Bill Crothers S.S. to their home school. The student must attend the closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (ci) The student has been placed in a school by an I.P.R.C. (Identification, Placement and Review Committee) decision or a court order. The Transfer Committee 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.
- (cii) The student has transferred from an independent school to a public or catholic school resulting from an educational exceptionality which the independent school was unsuccessful in accommodating and/or could not access the I.P.R.C. process. The appeal must be accompanied by the following information: a psych-educational assessment diagnosing the exceptionality; documentation from the independent school outlining the strategies used in the attempt to accommodate the student's exceptionality; and documentation from the receiving school confirming additional and/or new methods being provided to accommodate the educational exceptionality, which were not being provided at the sending school.
- (ciii) The student has completed an English Language Learner or English Dialect Learner program, and as a result, the school board is requiring the student to transfer to their designated school. The student must transfer by the beginning of the school year following completion of the program, and must provide documentation from the school board confirming completion of the English Language Learner or English Dialect Learner program and confirming the student has been placed in his/her designated school.
- (civ) The student has transferred to a French Language school and has a parent/guardian who is a rights holder or has been admitted to a French-language school pursuant to a school board admissions committee process. The French-language school shall provide evidence of their admission.**
- (di) The student has transferred prior to their grade 10 year for exceptional personal, social or academic reasons. The appeal must be accompanied by documentation from the sending school's administration and/or independent sources to confirm the exceptional reasons. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.
- (dii) The student has changed residence to live with a custodial parent for exceptional personal reasons or the student has changed residence 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. See Note 7 regarding proof of residence. The student must attend the designated school from any system (public, catholic, or independent) according to school board boundaries (or the closest school in the student's choice of school system to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith

- (diii) The student has transferred to remove him/herself from an abusive home environment. Documentation detailing the abusive situation shall be provided 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.) The student must attend the designated school from any system (public, catholic, or independent) according to school board boundaries (or the closest school in the student's choice of school system to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (div) The student has been forced to leave an independent school specifically due to financial hardship. The appeal must include the following information: documentation confirming 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. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (dv) The student was the victim of bullying and after attempts to resolve the issue the sending school agreed that it was in the best interest of the student to transfer schools. The appeal must be accompanied by the following information: documentation from the sending school's administration or the police, confirming the seriousness and frequency of the bullying, including a description of the incidents and dates; documentation from the sending school's administration describing the strategies put in place to resolve the bullying and the reasons the strategies were unsuccessful; and a letter from the sending school's administration in support of the transfer. The student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the student must attend the designated school according to school boundaries (or the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith
- (dvi) The student has transferred schools as a result of the recommendation of a regulated mental health professional with education and training to assess, diagnose, and treat mental health conditions (psychiatrist, psychologist, and/or clinical psychiatric nurse). Prior to transferring, the student must have been diagnosed with a mental health condition and be undergoing treatment by the regulated mental health professional. Documentation must be provided by the mental health professional confirming the student is receiving treatment and **requires a change in schools to assist with their recovery**. Unless otherwise confirmed in writing by the mental health professional, the student must attend the next closest school to their home residence if remaining in the same system. If changing systems, the students must attend the designated school according to school board boundaries (or is the closest school to the student's home residence if no school boundaries exist). If the independent school is faith-based, the student must attend the closest independent school of that particular faith.
- (e) Alternatively, a student can apply under one of the following categories

| Cat | Move Details | Extra Documentation | Status |
|-------------|---|---|--|
| Ei | The family has moved residence more than 100km or from outside Ontario | None | Approved All |
| Eii | The family has moved residence and student is attending school closest to new residence | None | Approved All |
| Eiii | The student has moved in with new guardian and the move is greater than 100km or from outside Ontario | None | Approved All |
| Eiv | The family has moved residence less than 100km and student is not attending school closest to new residence. | <ul style="list-style-type: none"> Letter must be provided explaining the reason for choice of school. List of previous sports played at previous school and outside of school over the previous 12 months must be provided. | Transfer Committee makes determination. Meeting may be required for more information |

| | | | |
|--------------|---|---|--|
| Ev | The student has moved in with new guardian and the move is less than 100km | <ul style="list-style-type: none"> Letter must be provided explaining the reason for choice of school. List of previous sports played at previous school and outside of school over the previous 12 months must be provided. | Transfer Committee makes determination. Meeting may be required for more information |
| Evi | Student transfers to next closest school within the same school board | None | Approved All |
| Evii | Student transfers to school closest to their residence and within the same school board if transferring within the YRAA | None | Approved All |
| Eviii | Student transfers to school not next closest or to a school in a different school board or to a private school | <ul style="list-style-type: none"> Letter must be provided explaining the reason for choice of school. List of previous sports played at previous school and outside of school over the previous 12 months must be provided. | Transfer Committee makes determination. Meeting may be required for more information |

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 YRAA Transfer Committee under subsection (a) of the Transfer Policy.

Notes:

- 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.
- 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.
- 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.
- 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.
- Students who attended an alternative school or alternative program who are returning to the school they attended prior to the alternative school or alternative program, are not considered transfer students provided they did not play sports while at the alternative school or alternative program.
- Driving distance shall be used to determine the closest school to a student's home residence.
- Students transferring from other provinces, states or countries are ineligible for OFSAA competition if they have graduated from high school or equivalent, or if they have used their years of athletic eligibility in 3 the province, state or country from which they are transferring. This does not apply to students who have graduated in the previous school year from secondary school in Quebec, provided they meet one of the criteria for eligibility in sections a – d of the transfer policy.
- When applying under section (a)(i), the student must provide evidence/documentation confirming that he/she and their immediate family are residing in a new permanent residence and that they have completely and permanently moved from the former residence. When applying under section d(ii) of the policy the student must provide evidence/documentation confirming that they are residing in a new permanent residence. In both cases, such evidence/documentation may include:
 - telephone and utility service operative at the new residence
 - telephone and utility service disconnected at the former residence;
 - real estate documents indicating and verifying a change of residence (e.g., sale and purchase);
 - parents/court-appointed guardians' property tax bill listing the new residence;
 - insurance slip for home and auto insurance;
 - school documentation showing that sibling(s) attend local elementary school and/or the same high school as the transferring student;
 - Any other documentation that is requested which establishes the student and his/her immediate family is living at the new residence.

9. Prep/elite teams fall into two categories: a school prep/elite team and a non-school prep/elite team. A school prep/elite team is a team that represents the school in a competition and/or is under the oversight of the school administration. If a student participates for a school prep/elite team, and then that student *Production of evidence/documentation described above does not guarantee eligibility*.
10. **A French-language school means a school within the French-language public district school board or a French-language separate district school board. Evidence must confirm the parent/guardian is French-language rights holder or the student has passed the school board admission test.**
11. **Refugee students, arriving to Ontario, are not considered transfer students and are eligible for all sports within the first two years from their date entry into school. Refugees are defined as those students who have been forced to leave their country to escape war, persecution, or natural disaster.**

DOCUMENTATION REQUIRED TO SUPPORT THIS APPEAL:

| APPLYING UNDER | COURT ORDER | IPRC LETTER | LETTERS OF EXPLANATION/ SUPPORT | PROOF OF GUARDIANSHIP | PROOF OF RESIDENCE | CONFIRMATION OF SPORTS PLAYED ONLY IF PREVIOUS SCHOOL WAS NOT IN YRAA |
|---|-------------|-------------|---------------------------------|-----------------------|--------------------|--|
| Section (a) (i) (ii) (iii) (iv) | | | X | X | X | |
| Section (b) (i) (ii) (iii) (iv) | | | | | | X X X |
| Section (c) (i) (ii) (iii) (iv) | X* | X* | X X X X | | | |
| Section (d) (i) (ii) (iii) (iv) (v) (vi) | X | | X X X X X X | X | X | |

* court documentation or IPRC letter as required. Any other pertinent documents are welcome

To the best of my knowledge the preceding information provided on this application is accurate. Any student submitting false information on the application will be deemed ineligible for (24) months from the date of the appeal.

Signature of Student

Signature of School Official

Signature of Parent/Guardian

Name & title of School Official

Personal information is collected pursuant to the Education Act and will be used to determine transfer eligibility for interschool sport. Information will be retained for four years from the date of last use. For more information contact the YRAA Athletic Coordinator 905-470-1551.

APPENDIX F

YRAA

School Classifications

2024-25

| “A” < 501 | (12 Schools) |
|----------------------------|---------------------|
| É.S. Norval-Morrisseau | |
| ÉSC de l'Ascension | |
| Everest Academy | |
| Innova | |
| J. Addison School | |
| Langstaff SS | |
| Our Lady of the Lake CHS | |
| Pape François | |
| Renaissance ÉCS | |
| Sutton DHS | |
| St. Katharine Drexler CHS | |
| Toronto District Christian | |

| “AA” 501-950 | (8 Schools) |
|---------------------|--------------------|
| Aurora HS | |
| Dr. J.M. Denison SS | |
| Emily Carr SS | |
| Keswick HS | |
| King City SS | |
| St Joan of Arc CHS | |
| Thornhill S.S. | |
| Woodbridge College | |

| “AAA” 951+ | (37 schools) |
|-----------------------------|---------------------|
| Alexander Mackenzie HS | |
| Bayview SS | |
| Bill Crothers SS | |
| Bill Hogarth | |
| Bur Oak SS | |
| Cardinal Carter CHS | |
| Dr G.W. Williams | |
| Father Bressani CHS | |
| Father Michael McGivney CHS | |
| Hodan Nalayeh SS | |
| Holy Cross CA | |
| Huron Heights SS | |
| Maple HS | |
| Markham DHS | |
| Markville SS | |
| Middlefield CI | |
| Milliken Mills HS | |
| Newmarket | |
| Our Lady Queen of the World | |
| Pierre Elliott Trudeau SS | |
| Richmond Green SS | |
| Richmond Hill HS | |
| Sacred Heart | |
| Sir William Mulock SS | |
| St. Augustine CHS | |
| St. Brother Andre CHS | |
| St. Elizabeth CHS | |
| St. Jean de Brebeuf CHS | |
| St. Maximilian Kolbe CHS | |
| St. Robert CHS | |
| St. Theresa of Lisieux CHS | |
| Stephen Lewis SS | |
| Stouffville DSS | |
| Thornlea SS | |
| Tommy Douglas | |
| Unionville HS | |
| Westmount CI | |

APPENDIX G

(SELECTED) ROBERTS RULES OF ORDER

The Roberts Rules shall be used to conduct YRAA meetings of the general membership as per the YRAA Constitution. These formalities are necessary for smaller committees such as coaches' meetings, Executive meetings, etc.

An incidental motion to suspend any of the Roberts Rules of Order, for that season only, may be made at any time when no question is pending; or while a question is pending, provided it is for a purpose connected with that question. It requires no notice, is not debatable, and cannot be amended or have any other subsidiary motion applied to it. A two-thirds majority is required for this to occur (Roberts Rules, Article VI, Section 22).

Conducting Business

- 1) Members must address one another through the Chair (Roberts Rules, Article VII, Section 43).
- 2) A member can speak only twice to the same motion on the same day.
- 3) Merely asking a question or making a brief suggestion is not counted as speaking.
- 4) The maximum time for each speech is ten minutes.
- 5) No member can speak a second time to a motion as long as any member who desires to speak has not had an opportunity to do so once.
- 6) The maker of the motion is entitled to close the debate with a speech if his/her limits have not been exhausted.
- 7) A member may also speak twice on a motion to postpone or rescind a motion as well as twice on each amendment.
- 8) The maker of the motion cannot speak against the motion, although he/she can vote against it (Roberts Rules, Article VII, Section 42).

Motions

- 1) A motion is a proposal that the assembly take certain action, or that it express itself as holding certain views.
- 2) Any main motions are to be in writing. When notice has been given of a motion, it becomes a general order for the meeting at which it is to be considered. The notice should fairly inform the members of the changes contemplated (Roberts Rules, Article 1, Section 4).
- 3) An amendment of a pending motion requires only a majority vote for its adoption.

APPENDIX H

NORM MENCZEL AWARD

The Norm Menczel Award may be presented to a teacher/coach who has demonstrated outstanding contribution to extra-curricular athletic activities.

The candidates should exhibit many of the following characteristics:

- a) be involved in coaching
- b) be a regular contributor to general school life
- c) be involved in YRAA or OFSAA
- d) be a contributor to community athletics

Nominations, in writing, should be forwarded to the Executive. Please forward nominations to the Athletic Coordinator by April 30th.

Nomination Form

Nominee: _____ ***School:*** _____

A. Coaching Involvement:

B. A Regular Contributor to School Life:

C. Involved in Y.R.A.A. and/or OFSAA (or in the past, DYSSAA, YRSSAA, RYSSAA)

D. A Contributor to Community Athletics

Nominated by: _____

If this candidate is selected, who will present the award? _____

Please return by April 30 to the Athletic Coordinator by e-mail at Mark.Arsenault@YRAA.com

APPENDIX I

THE PETE BEACH AWARD

The Pete Beach Award is named in honour of Mr. N.A. Pete Beach, a former Executive Director of OFSAA, who died in 1984. Mr. Beach recognized, early in his career, that school sport possessed a substantial and verifiable trait of the capacity to contribute beyond sport to a young person's future career and life. For the next fifty years, he devoted his energy to the organizational development of school sport and thus to the service of young people.

In view of the complexity of the developmental process, it is a rare educator indeed who has the capacity to utilize the medium of school sport in such a way as to positively and sufficiently influence students in the remainder of their lives. That educator is one who consistently provides an impression of stability and optimism, one who enjoys the company, and the respect, of young people; one who embodies, and initiates by example, the highest traditions of the sportsperson; one who best typifies the true function of the teacher-coach—a source of discipline, a mentor and a friend.

CRITERIA FOR SELECTION

1. During his/her career the nominee has been:
 - a. Active as a teacher-coach
 - b. Active as a YRAA and/or OFSAA convenor
 - c. Active in administration of school sport activities (at the local, regional or provincial levels)
 - d. Influential in the development of their student-athletes as a source of discipline, as a mentor and as a friend

Nominee: _____ **School:** _____

A. CONTRIBUTIONS AS A TEACHER-COACH

B. CONTRIBUTIONS AS A CONVENOR

C. CONTRIBUTIONS IN ATHLETIC ADMINISTRATION OF SCHOOL SPORT ACTIVITIES

D. PERSONAL ATTRIBUTES

APPENDIX J

Application to Host YRAA Championship

Complete the following information and submit the completed form to the YRAA Office.

Championship _____ Date(s) _____

Site convenor's Name _____ School _____

Email Address _____ Phone # _____

Committee Chairpersons

Treasurer _____

Media _____

Fundraising _____

Program _____

Security _____

Awards _____

Budget

Facilities _____

Security _____

Sponsors/ supporters _____

Officials _____

Gate receipts _____

Programs _____

1. What is the seating capacity of the proposed facility?

2. How much space would there be for parking?

3. How many change rooms will be made available?

4. How would your committee address safety concerns in regards to the participants and spectators?

6. How would your committee promote this event in the greater community?

7. When has your school last hosted a YRAA Championship? Please indicate the sport(s) and the year(s).

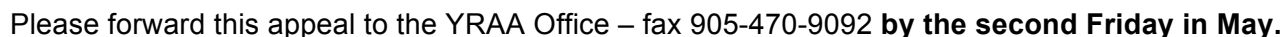
9. What would your school bring to this event that would be unique?

APPENDIX K

AGE DIVISION CATEGORIES

| SCHOOL YEAR | AGE DIVISION | | | | |
|----------------|---------------|---|---------------------------|---------------------------|---|
| | NOVICE | | JUNIOR | SENIOR | |
| | Year of Birth | Date of entry to grade 9 (not prior to August of year listed below) | Earliest Year of Birth | Earliest Year of Birth | Date of entry to grade 9 (not prior to August of year listed below) |
| 2023-24 | 2009 | 2023 | 2008 | 2004 | 2019 |
| 2024-25 | 2010 | 2024 | 2009 | 2005 | 2020 |
| 2025-26 | 2011 | 2025 | 2010 | 2006 | 2021 |
| 2026-27 | 2012 | 2026 | 2011 | 2007 | 2022 |
| 2027-28 | 2013 | 2027 | 2012 | 2008 | 2023 |

APPENDIX L





This form is to be completed by all students entering a sport school / sport academy, where the student does not live within the school board designated boundaries. Completed forms must be submitted to the YRAA Coordinator of Athletics through the school Athletic Designate by the 15th of September for grade 9 students or within 15 days of attending the sport school/sport academy for transfer students.

Student Name: _____ Gender: F ___ M ___ NB ___

Ontario Education Number: _____ Date of Birth: _____ Home Phone: _____
Day / Month / Year

Home Address: _____
Street Address City / Town Postal Code

School attended previous year: _____
School Name

Previous School Address: _____
Street Address City / Town Postal Code

Closest Secondary School to your home: _____
School Name

| Sport of Focus / Specialization | Highest Level of Competition <small>(eg. Tier/Division, Regional, Provincial, National)</small> | Club Affiliation & Team Name <small>(Include phone # or e-mail of contact person)</small> | Hours of Training & Competition per Week |
|---------------------------------|--|--|--|
| | | | |

List all other sports played outside of school in the previous 12 months.

| Sport <small>(For Track and Field list events)</small> | Level of Competition <small>(eg. Tier/Division, Regional, Provincial, National)</small> | Club Affiliation & Team Name <small>(Include phone # or e-mail of contact person)</small> | Hours of Training & Competition per Week |
|---|--|--|--|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Notes: This completed form is required for students to participate in interschool sport.

- Students submitting inaccurate or misleading information will appear before a Board of Reference and may lose their eligibility to play interschool sport.

 Student Signature

 Parent/Guardian Signature

 School Athletic Director Signature

 Principal Signature

Personal information is collected pursuant to the Education Act and will be used to determine eligibility for interschool sport. Information will be retained for four years from the date of last use. For more information contact the YRAA Athletic Coordinator 905-470-1551.



This form is to be completed each year by all students entering or continuing in an HPA/Co-op program or Intensive Sport Program at a YRAA member school. The form, when completed, is to be signed by the student, parent/guardian, program representative/teacher, and the school principal. Three copies of this form should be made, copy one to be sent to the YRAA Office, copy two should be kept in the guidance office kept in the school guidance office, and copy three is kept by the HPA/Intensive Sport Program teacher advisor.

Student Name: _____ Gender: F __ M __ NB __

Home Address: _____ Current Grade: _____

Street address

City/town

Postal code

Phone: _____

| Sport of Focus/Specialization | Level of Competition (eg. Tier/Division, Regional, Provincial, National) | Club Affiliation & Team Name (Include phone # or e-mail of contact person) |
|-------------------------------|---|---|
| | | |

List all other sports played at club or community.

| Sport | Level of Competition (eg. Tier/Division, Regional, Provincial, National) | Club Affiliation & Team Name (Include phone # or e-mail of contact person) |
|-------|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |

Student Signature

Parent/Guardian Signature

HPA/Intensive Sport Program Teacher Advisor

Principal Signature

Notes: This completed form is required for students to participate in interschool sport.
• Students submitting falsified information on this form will appear before a Board of Reference and may lose their eligibility to play interschool sport.

APPENDIX N



Once the YRAA has made an official declaration with regards to a student's Primary Sport an appeal of a new student's declared or designated sport may be made by the student within 30 days of declaration. Appeals must be made on this form and be submitted to the YRAA Coordinator of Athletics. Appeals must include substantive information regarding the level of play or hours of training of the student in question for both the declared and recommended sport of specialty, for the appeal to be heard.

Name of Student
Making Appeal: _____

Student's Current Declared or
Designated Sport of Specialty: _____

Designated Sport
Recommended by Appellant: _____

Rationale for Change in Designated Sport:

Signature of Appellant

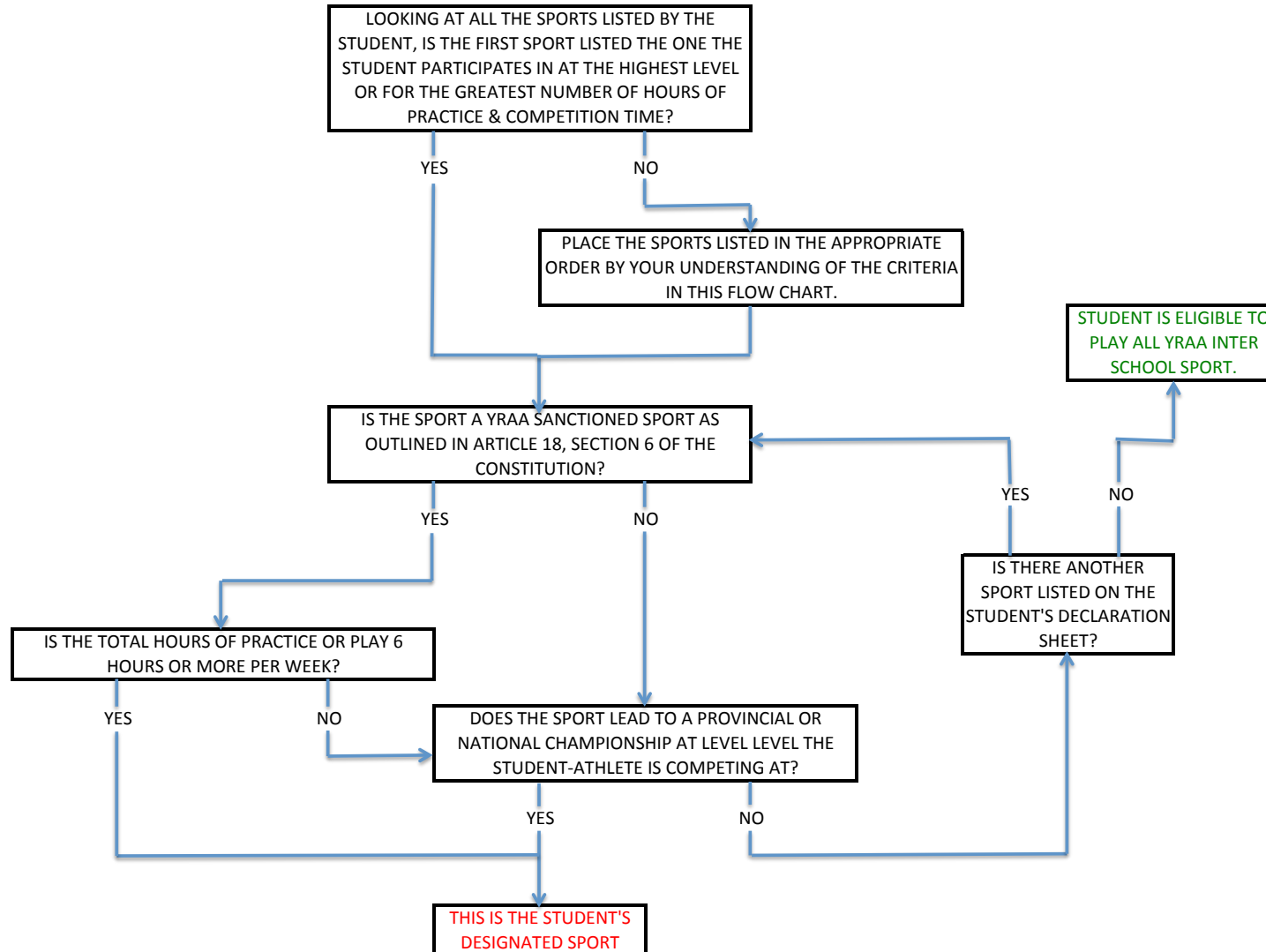
APPENDIX O

Supervision Recommendations for Interschool Sport

- Whenever possible and multiple teacher-coaches are involved with a team on a regular basis, it is desirable to send those teacher-coaches out with the interschool team. Obviously this is not always possible. In those cases the following supervision recommendations should be considered.
- All interschool teams must have a teacher-coach/supervisor attend all competitions where a school team is competing.
- Whenever the + appears beside the number of coaches in the chart below, an additional adult supervisor should be sent so that the ratio of supervisors to students does not exceed 1:20.
- For all *alpine sports (eg. skiing and snow boarding), the ratio of teacher-coaches to student-athletes shall be 1:12.
- For **sports involving water (eg. swimming, dragon boat racing) and wall climbing, the ratio of teacher-coaches to student-athletes shall be 1:16.
- For track & field teams 2+ supervisors should be sent along with 1 additional supervisor for each type of event (eg. throws, jumps, running events, steeple chase). For example, a school competing in running, jumps and throws should have 4 adult supervisor, while schools competing in running events would need 2 supervisors.

| Higher Risk Sports | Moderate Risk Sports | Lower Risk Sports |
|---|--|---|
| Archery – 1+ Diving – 1+ Fencing – 1+ Tackle Football – 2+ Gymnastics – 2 Cheerleading (Acrobatic) – 2+ Ice Hockey – 2 Lacrosse – 1+ Rugby – 2+ | Broomball (Ice) – 1+ Cycling/Mountain Biking – 1+ **Dragon Boat Racing – 2 Field Hockey – 1+ Ringette – 1+ **Rowing – 2+ *Alpine Ski/Board/Blade – 2+ **Swimming/Synchro/ Waterpolo – 2+ Triathlon – 1+ **Rock Climbing – 1+ Wrestling – 1+ Soccer – 1+ | Badminton – 1 Golf – 1+ Baseball – 1+ Basketball – 1 Bowling – 1 Cheerleading (Spirit/Dance) – 1 Cricket – 1+ Cross Country Running/Orienteering – 1+ Nordic Skiing – 1+ Curling – 1 Football (Flag/Touch) – 2 Softball/Slo Pitch – 1+ Squash/Racquet Ball – 1 Table Tennis – 1 Tennis – 1 Track & Field: track events 2+ Ultimate Frisbee – 1+ Volleyball – 1 |

SPORT OF SPECIALIZATION FLOW CHART



YRAA Gender Identity/Gender Expression Policy

Introduction/Purpose:

Under the Canadian Human Rights Act and the Ontario Human Rights Code, people are protected from discrimination and harassment because of gender identity and gender expression in employment, housing, facilities and services, contracts, and membership in unions, trade or professional associations.

The YRAA is committed to providing a safe, respectful, and fully inclusive environment for players, parents/guardians, staff, and volunteers. The YRAA will advocate for the individual needs and requirements of participants with respect to the protected grounds within these laws. The Gender Identity/Gender Expression Policy is a document intended to provide the standards necessary to ensure the safe, inclusive, and equitable participation of all participants.

Definitions: *(Source: Adapted from EGALE Canada Human Rights Trust - Glossary of Terms)*

Sex/Assigned Sex: is the classification of a person as male, female or intersex based on biological characteristics, including chromosomes, hormones, external genitalia and reproductive organs. Most often, sex is assigned by a medical professional at birth and is based on a visual assessment of external genitalia.

Cisgender (adj): A person whose gender identity corresponds with the sex assigned to them at birth (e.g., a cisgender man is someone who identifies as a man and who was assigned male sex at birth).

Cissexism (noun): Prejudice and discrimination against trans or gender diverse identities and/or expressions. This includes the presumption that being cisgender is the superior and more desirable gender identity.

Transgender (adj): A person who does not identify either fully or in part with the gender associated with the sex assigned to them at birth—often used as an umbrella term to represent a wide range of gender identities and expressions.

Gender Identity: is a person's internal and individual experience of gender. This could include an internal sense of being a man, woman, both, neither, or another gender entirely. A person's gender identity may not correspond with social expectations associated with the sex they were assigned at birth. Since gender identity is internal, it is not necessarily visible to others. It is important to remember that gender identity is not the same as sex/ assigned sex.

Gender Expression: The way a person presents and communicates gender within a certain social context (environment). Gender can be expressed through clothing, speech, body language, hairstyle, voice, and/or the emphasis or de-emphasis of bodily characteristics or behaviours which are often associated with masculinity or femininity. The ways in which gender is expressed are specific to a particular culture and may change over time.

Gender Binary: The notion that there are only two possible sexes (male/female) and genders (man/woman), and that they are opposite, distinct and uniform categories. This view also asserts that gender is determined by sex. Some individuals are **non-binary** and see their gender as beyond the gender binary and do not identify as either male or female.

Rights and Responsibilities of Athletes:

i. All athletes have the right to:

- have access to safe, inclusive, and equitable opportunity for participation in YRAA sports and procedures that proactively anticipate and remove barriers to participation;
- define and express their gender identity without fear of discrimination, harassment, or penalization within the YRAA;
- request the use of, and be referred to by, their self-identified name(s) and pronouns within all documentation and by the YRAA;
 - have all personal information kept confidential and disclosed only at the player's request and/or with the player's consent;
- utilize a dressing room or agreed upon equivalent changing area that meets their individual needs, including their gender identity and gender expression;
- be protected from discrimination and reprisal in response to a request to access change rooms based on gender identity and gender expression or a related accommodation request.

ii. All athletes are responsible for:

- treating all staff, volunteers, parents/guardians of players, and other players within the YRAA with respect;
- asking for assistance and support to the best of their ability from both the member schools and the YRAA when experiencing discrimination (e.g., differential treatment/difficulty accessing dressing rooms and other gender segregated areas based on lived gender identity) or when requiring related accommodation; and
- working collaboratively with the host facility in the event that they request an accommodation to determine what would be an appropriate and equivalent dressing areas when faced with building limitations.

Rights and Responsibilities of Coaches:

i. All coaches have the right to:

- be respected and equally treated under the Human Rights Code and within the YRAA;
- be protected from discrimination, harassment and reprisal, and be accommodated for individual needs, based on their gender identity, gender expression or other prohibited ground of discrimination;
- be protected from discrimination, harassment and reprisal stemming from an association with another individual because of that person's gender identity, gender expression or other prohibited ground of discrimination.

ii. All coaches have the responsibility to:

- ensure that all athletes are able to utilize a dressing room or agreed upon equivalent changing area that meets their individual needs, including their gender identity and gender expression;
- work in consultation with the athlete and the host facility and/or convenor in the event that they request an accommodation, to find appropriate and equivalent dressing areas when faced with building limitations;
- treat all athletes, staff, volunteers and parents/guardians of players with respect regardless of gender identity and gender expression;
- provide safe and confidential opportunities for athletes to discuss and seek compliance with their human rights, including accommodations for their individual needs;
- ensure that an athlete's individual needs and requirements are met, including the use of their self-identified name(s) and pronouns within all documentation and by the YRAA;
- advocate for an athlete's rights, including individual accommodation needs and requirements with respect to the protected grounds within the Code;
- ensure that an athlete's personal information, including their sex/assigned sex and/or gender identity, is kept confidential and disclosed only at the player's request and/or with the player's consent.

Rights and Responsibilities of parents/guardians, volunteers and spectators:

i. All parents/guardians, volunteers and spectators have the right to:

- be respected and equally treated under the Human Rights Code and within the YRAA;
- be protected from discrimination, harassment and reprisal, and be accommodated for individual needs, based on their gender identity, gender expression or other prohibited ground of discrimination;

- be protected from discrimination, harassment and reprisal stemming from an association with another individual because of that person's gender identity, gender expression or other prohibited ground of discrimination.

ii. All parents/guardians, volunteers and spectators are responsible to:

- treat all athletes, coaches, staff, volunteers and parents/guardians of athletes with respect;
- contribute to the creation of an environment that is respectful and inclusive of gender diversity.

APPENDIX R

THE DON CARMICHAEL/DENNIS HERBERT AWARD

The Don Carmichael / Dennis Herbert Award will be presented annually to a YRAA sport official who, through long-term dedication to high school athletics, demonstrates care and professionalism, while upholding the values of the YRAA and high school athletics.

Don Carmichael was a YRDSB educator, department head, administrator and coach. He is also a past president of the YRAA. Don is also a passionate sports official for the football community. His service to the game extends from local community games to the CFL where he was part of professional football for many years.

Dennis Herbert was a YRDSB educator, department head and coach. Dennis is a highly decorated basketball official having served in leadership roles locally in the York Region Association of Basketball Officials, most notably as Rules Interpreter for decades. He is one of two Canadians to be elected as the President of the International Association of Approved Basketball Officials.

CRITERIA FOR SELECTION

1. During his/her career the nominee has been:
 - a. Active as an official in the YRAA
 - b. Demonstrated care and professionalism, while upholding the values of the YRAA
 - c. Other contributions towards their sport that showed leadership as an official

Nominee: _____ **Sport:** _____

A. Active as an official in the YRAA

B. Demonstrated care and professionalism, while upholding the values of the YRAA

C. Other contributions towards their sport that showed leadership as an official

E-MAIL THIS FORM TO THE ATHLETIC COORDINATOR BY APRIL 30