

Harbour City Lakers Ringette Association

Team Formation Guidelines

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Date of Last Review: n/a

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Team Formation Guidelines

1. Purpose

Harbour City Lakers (HCL) follows the policies of Ringette Nova Scotia (RNS) and the Central Region Ringette League (CRRL) in determining what age categories and tiers of play are offered at HCL.

The objective of these Team Formation Guidelines is to facilitate the placement of all HCL players on the team for which they are best suited, in a manner that is standardized, fair, transparent and provides meaningful competition.

2. Athlete Development Pathway

In partnership with Ringette Nova Scotia and the CRRL, Harbour City's goal is to provide a Long-Term Development (LTD) stage-appropriate Athlete Pathway for participants in all divisions:

- Players in FUN1 and FUN2 (previously U7/U9) develop skills in a fun way. (For more info: <https://www.ringette.ca/programs/childrensringette/>)
- Players in FUN3 (previously U10) learn the game in an engaging environment.
- Players in U12 advance and consolidate their skills on balanced association teams.
- Players in U14 that are interested in an introduction to the competitive stream can choose to evaluate for placement on a Tier 1 team, or can play on a Tier 2 team (or Tier 3 when available).
- Players in the U16 and U19 divisions can choose to evaluate for placement on a Tier 1 competitive team, or can play on a Tier 2 team (or Tier 3 when available).
- Players at 18+ can choose to evaluate for placement on a competitive team or play in the recreational program.

3. Team Selection Committees

- A. Team Selection Committees will be established after the HCL Board has determined how many teams will be hosted and Head Coach selections are complete.
- B. The role of the Committees in FUN3 and U12 is to conduct the formation of balanced teams in accordance with these guidelines. If possible teams of 14 or less will be formed in these divisions.
- C. The role of the Committees in tiered divisions is to oversee the selection of athletes to teams in accordance with the RNS Evaluation Model and any direction from the Board of Directors about the number of athletes that may be selected to the team.
- D. The Committees will consist of the Director of Athlete Development or the Director of Coaching, one Evaluator that attended ¾ of all tryout sessions (for U14 and above), and the Head Coach* of the team being selected.
- E. Assistant coaches are not assigned until after team formations are complete and will not be part of the Team Selection Committee.
- F. All Committee members must be independent and unrelated to any of the athletes that are being considered as part of the selection, with the exception of Head Coaches (see Conflict of Interest section).
- G. Once teams are selected and have received HCL Board approval the Committees will be wrapped up.

**When one or more parents of athletes trying out have applied for the position of Head Coach the HCL Board may choose to defer the appointment of a Head Coach - see Section 5.6*

4. Team Balancing at FUN3 (U10) and U12

The goal of team selection in the FUN3 and U12 divisions is to balance the teams as much as possible prior to the start of the season and any league play.

4.1. Balancing Schedule and Format

- a. When the creation of balanced teams is necessary for the purpose of team formation in FUN3 and U12, the balancing sessions will begin approximately two to three weeks prior to the anticipated start date of league play.
- b. All athletes will be assessed by the division Head Coaches during 3 on-ice sessions. Head Coaches will remain off ice to complete the assessments, and the on-ice program will be run by Assistant Coach applicants for the division.
- c. The balancing sessions will consist of a mix of skating, drills and scrimmages to allow the Head Coaches to assess each player's skating and rings skills as well as game sense.
- d. Athletes are strongly encouraged to attend all scheduled balancing sessions.
- e. By the end of all balancing sessions, each individual Head Coach will have assigned a score on a scale of 1 to 10 for each athlete based on their skating ability, ring skills, and game sense.
- f. Athlete scores will be kept confidential and only shared with other Team Selection Committee members for the purpose of forming balanced teams.

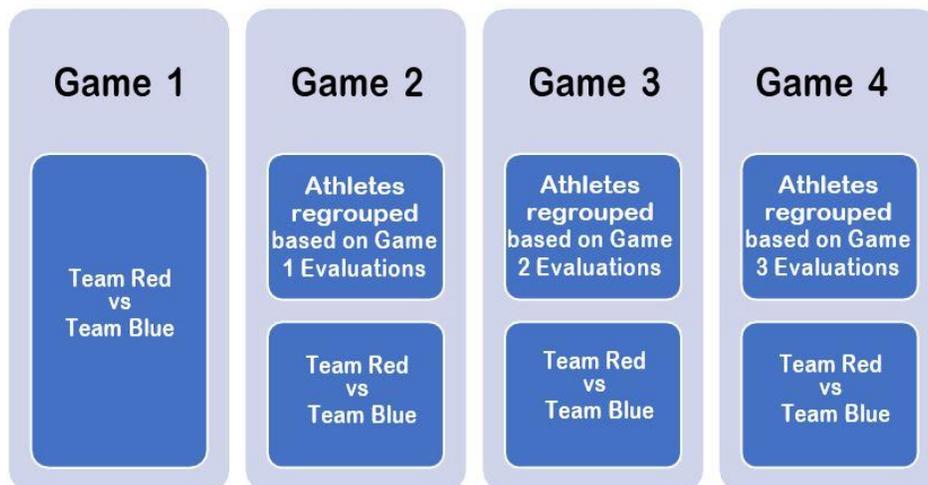
4.2. Team Formation Process

- a. Once all balancing sessions are complete the Team Selection Committee in each division will meet and work together to create an approximate ranking list of all athletes, by pooling athletes of similar scores together from top to bottom.
- b. Head coaches will then work together to assign players to teams with an approximate balance of athletes of similar scores to each team.
- c. The teams should be evenly distributed based on skater and any goaltender (U12) evaluations.
- d. Some of the other considerations that will form part of the balanced team selection process include:
 - Parent coach requests
 - Distribution of goaltenders or goalie prospects (U12)
 - Equality of teams based on level of skill
 - Level of skill of individual players
 - Equality regarding the number of new players to the division
- e. On completion the teams will be reviewed to ensure approximate balancing based on ranking results, and further changes may occur.
- f. When the Committee has completed the team selections the rosters will be provided to the Director of Athlete Development (if not already on the Committee) for Board approval.
- g. Rosters will be communicated to families within 48 hours of Board approval.

5. Team Formation at U14, U16, U19

5.1. Competitive Tryout Schedule and Format

- a. Tryouts for the purpose of competitive team selections in divisions U14 and above will begin approximately two to three weeks prior to the anticipated start date of league play. Athletes will be provided a 7 to 14 day window to demonstrate their physical and technical abilities during the tryout process.
- b. Athletes will be evaluated on their individual skill, game impact and work ethic throughout four inter-squad exhibition games (see Figure 1). The games will consist of a 3-minute warm-up and two 17-minute periods with two officials and shot clocks.
- c. Please refer to the HCL Evaluator Guidelines & Evaluation Tool for more information about what evaluators are assessing during tryouts.



5.2. Tryout Attendance

- Athletes are strongly encouraged to attend all tryout sessions. At minimum athletes are expected to attend two of the four tryouts.
- Should an athlete be unable to attend one or more sessions due to illness, injury, or for compassionate reasons or a competing sports commitment, the athlete will be scored for the sessions that they attended and the Director of Athlete Development will attempt to acquire additional information based on past performance to assist in making an appropriate ranking for the missed session(s).
- In extraordinary circumstances, if an athlete is unable to attend any of the tryout sessions, the athlete may be ranked according to background information obtained by the Director of Athlete Development. This may include where the athlete played in the previous season, information from the previous season coach about their development, qualitative feedback from coaches, and their rank compared to other athletes in the previous season.
- In all cases the Director of Athlete Development must be notified in advance of an absence. Failure to contact the Director of Athlete Development for missing tryouts for reasons other than those described above could result in a score of zero for the missed session(s).

5.3. Evaluator Credentials

- All efforts will be made to have a ratio of 1 qualified evaluator to every 5 athletes at each competitive tryout. It is strongly preferred that the same evaluators work every tryout for a particular age category.
- The Director of Athlete Development is responsible for arranging the qualified and independent evaluators for tryouts and ensuring they have received and understand this document, the HCL Evaluator Guidelines, and the HCL Evaluation Tool.
- To be an evaluator, volunteers must be at least 18 years old, must be at least two age divisions older than the division being evaluated, must NOT be a family member of any of the athletes being evaluated (see Head Coach exception), and must meet one or more of the following criteria:
 - Coach with a minimum of 3 years coaching experience and CSI or CI ringette-specific training; or
 - Level II B certified referee; or
 - Ringette athlete with a minimum of 2 years playing on a competitive A, AA, or AAA ringette team(s).
- If a parent/guardian or other family member is appointed as Head Coach, they may not evaluate their own family member or participate in discussions about their family member.

5.4. Bench Volunteers and Minor Officials

- a. Volunteers and minor officials during tryouts will consist of the coaching staff and/or parents from the group of athletes. Bench volunteers cannot be on the same bench as a family member, and will limit conversation with athletes to safety and specific game-related questions (no strategy).
- b. Minor officials will only be allowed to communicate with the on-ice officials.

5.5. Selection of Tier 1 Teams

- a. Once tryouts are complete all evaluation scores will be entered into the HCL Evaluation Tool by two independent Board members and cross-checked for accuracy. When two independent Board members are not available then alternate association volunteers will be identified for this role.
- b. The overall tryout score for each athlete will be made up of: 90% Evaluator scores and 10% Head Coach scores as per the HCL Evaluation Tool (see Section 5.6.below for possible exception).
- c. In cases where the Head Coach is also a family member of an athlete trying out, then the Evaluator scores will make up 90% of that athletes' overall score and the Director of Coaching or Athlete Development will assign the remaining 10% score.
- d. The Team Selection Committee will meet to select the appropriate number of top scoring athletes and goaltenders for the team in accordance with the HCL Evaluation Tool and any direction given from the Board of Directors related to roster size.

5.6. Additional Provisions When There Are Parent Coaches

- a. In situations where there are one or more parents that have applied for the position of Head Coach then the HCL Board **may** choose to interview candidates but defer the appointment of a Head Coach until the earlier of:
 - i. After 3 tryouts if the combined Evaluator scores places the top coach candidate's child in the top ten of all athletes trying out; or
 - ii. After completion of all tryouts and the final ranking of all athletes.
- b. When the decision is made to defer the Head Coach appointment for a division until completion of all tryouts and the final ranking of all athletes, then the final athlete rankings will be comprised of 90% Evaluator scores and the remaining 10% score will be assigned by each athlete's Head Coach from the previous season; if an athlete's coach in the previous season is one of the current Head Coach applicants then the Director of Coaching or other suitable alternate will assign the 10% score for the athlete(s).

5.7. Selection of Tier 2 and Tier 3 Teams

- a. Following the competitive team(s) selection, the Director of Coaching and Director of Athlete Development will assess the remaining players to determine the collective skill level and the appropriate next steps in terms of team declaration (further tiering, or balancing).
- b. Declaration of Tier 2 and Tier 3 teams will be subject to CRRL policy and how many divisions of play are being hosted by the league.
- c. If further tiering is appropriate, all remaining players will be evaluated and rated as per the RNS Evaluation Model and HCL Evaluator Guidelines to determine individual skill level. Assessments will be completed by independent evaluators in accordance with section 5.5. of this policy.

6. Conflict of Interest

- a. All association activities including Team Formation are subject to the association's [Conflict of Interest Policy](#), [Code of Ethics and Conduct](#), and [Confidentiality Policy](#).
- b. If a parent/guardian or other family member is the Head Coach, they may evaluate athletes but not their own family member, nor can they participate in Team Selection Committee discussions about their family member.

- c. Spectators are not permitted in the arena during balancing sessions for U12 or for competitive tryouts, and under no circumstance will family members of the athletes be in the presence of any Evaluators, regardless of their role or position within the association.
- d. Evaluators for competitive teams will not be related to any of the athletes they are evaluating, with the exception of the Head Coach who may evaluate any athletes they are not related to.
- e. Evaluators will respect the confidentiality of the process, will not be given athletes' names, and will not be provided the other evaluators' scores.
- f. Scores will be inputted into the HCL Evaluation Tool by two independent HCL Board members and cross-checked for accuracy. When two independent Board members are not available then alternative association volunteers that have experience will be identified for this role.

7. Team Selections & Communication

- a. All HCL team selections are subject to Board approval prior to being announced.
- b. Recommendations of a Team Selection Committee may only be overturned by the Board if there is a procedural conflict of interest identified in the Team Formation process.
- c. Team selections will be announced to the membership within 48 hours of Board approval.

8. Athlete Evaluation Feedback

- a. In instances where players/parents have concerns about the outcome of evaluations they may contact the Director of Athlete Development to request feedback on their individual evaluation.
- b. When warranted a meeting with the Team Selection Committee may be arranged to provide additional feedback and discuss opportunities for improvement.

9. Appeals Process

- a. There will be no appeals of team selection results.