

POLICY (Dec 2007)

GUIDELINES FOR APPROPRIATE CONDUCT OF TEAMS, PLAYERS, COACHES, AND OFFICIALS IN Q.V.D.A. AND S.H.S.A.A. ATHLETICS

A. As in the S.H.S.A.A. Constitution:

1. Athletes must meet Eligibility Bylaws as stated in the S.H.S.A.A. constitution.
2. Coaches must meet COMPETITION bylaws as stated in the S.H.S.A.A. constitution.
 - a) All team fees are to be paid by Sept. 30th.
 - b) A school, having entered provincials, MUST go through to competition.
 - c) S.H.S.A.A. eligibility forms must be filled out online at www.shsaa.ca

TEAMS FAILING TO SUBMIT ELIGIBILITY FORMS BY THE DEADLINE DATES WILL BE ASSESSED AN AUTOMATIC FINE OF \$50.00 AND SUSPENDED FROM ALL PARTICIPATION UNTIL THE FINE IS PAID

3. Principals or Athletic Directors must complete the online E-3 and E-10 forms by September 30. E-5 forms must be completed online www.shsaa.ca by the specified dates indicated in the SHSAA handbook.
4. Any athlete or coach may not lay hands on or attempt to lay hands on an official in protest. Officials are to be treated with respect by all coaches/fans/athletes.
5. Coaches shall not behave in a manner likely to have an adverse influence on the attitudes of players and spectators.
6. The host school is responsible for crowd control.
7. Unsportsmanlike conduct will not be tolerated.

B. As required by the Q.V.D.A.

1. As required by the S.H.S.A.A. teams are required to check off intent box for provincial playoffs on the website. There is a six week minimum time frame for teams to contact the SHSAA to withdraw from provincial competitions. Failure to do so may result in a \$200 fine and/or sanctions, suspensions from future play.

2. When a school enters an activity the school MUST continue to completion of the playoff unless notice is given, two weeks prior to the first district play, to the District Commissioner of that activity. In that case the runner up in the Division will be invited to participate in the playoff.
3. Athletes who participate at the District level in individual activities and who qualify to represent the District at the next level of competition will not be selected to the District Team unless they have indicated their intention to attend and compete at that level. Such indication is to be given to their teacher-supervisor who is in turn responsible for relaying this information to the district Commissioner for that activity prior to the selection meeting of the coaches for that activity. Any athlete who gives such an indication MUST honor that commitment.
4. It is the responsibility of the coach to inform himself of the date, time, place, etc. of all playoffs. Such information is usually distributed by the Commissioner of the Q.V.D.A. Secretary to the Division Sports Representatives who in turn distribute to the schools in their division. In the event of oversights, the ONUS is on the coach.
5. It is the joint responsibility of the coach and the principal to complete and forward the ELIGIBILITY FORM for each activity to the S.H.S.A.A. OFFICE. A copy MUST also accompany the team.
6. The conduct of the coach shall be as a responsible teacher, capable of control of the team.

OFFICIALS' PAY SCALES
(as of Dec. 2007) (May be revised at any time)

a) **BASKETBALL**- 2008 \$31- SABO Member, \$20- Non Member
2009 \$32 – SABO Member, \$20- Non Member

b) **SOCCER**- SSOA Member: Official \$32 Linesperson \$16
Non Member: Official \$22 Linesperson \$11

c) **VOLLEYBALL-BEST OF THREE MATCHES**
SVA Member: Referee \$15 Umpire \$15
Non Member: Referee \$10 Umpire \$10

d) **AUTHORIZED EXPENSES**

-Travel-30 cents per kilometer

- Meals – not covered by the QVDA.

NOTE: Officials are expected to share costs whenever possible.

Q.V.D.A FINANCIAL FACTS

1. DIVISION FEES:

- A) Each PVSD division member will have fees paid for by the PVSD school board by October 31st of the current school year.
- B) Independent school fees are currently under review.
- C) Failure of any Member to submit the assessed dues to the Q.V.D.A. prior to the date specified shall entitle the Q.V.D.A. to ask the Association to apply sanctions against that Member.

2. TEAM FEES:

Each school must submit their annual team entry to the DISTRICT SECRETARY by SEPTEMBER 30TH of the current school year. (Late entry must be approved by the District Executive.

3. Gate Admissions:

- a) An admission charge must be collected at all Q.V.D.A. sponsored competitions according to the following rates. (These rates are the minimum to be charged.)

ADULT.....\$5.00 STUDENT (Grade 7-12).....\$3.00
CHILDREN....FREE

- b) In all Q.V.D.A. sponsored games and/or tournaments the gross gate will be divided as follows:

Q.V.D.A.....75% HOST.....25%

4. S.H.S.A.A. AGM:

- a) Q.V.D.A. pays all authorized expenses for the seven voting delegates and any District executive council members that wish to attend.

TRAVEL.....Pro rated by QVDA executive.
HOTEL.....ACTUAL COST
REGISTRATION FEE

- b) OBSERVERS- pays their own registration.

Q.V.D.A AWARDS

DISTRICT AWARDS: Unless there is a change in executive policy, no Sport Commissioner may use any other championship awards at the Expense of the Q.V.D.A. No awards given if there isn't a playoff between two or more Divisions unless approval has been given by the executive.

MEDALS WILL BE AWARDED AS FOLLOWS:

	SENIOR	JUNIOR	TOTAL
Badminton.....8	8	8	(16)
Basketball.....14	0	28	(28)
Cross Country...8	8		(8)
Curling.....5,5,6	16	16	(32)
Football.....30	0		(0)
Golf-Sand..... 8	8	8	(16)
Grass.....8	8	16	(24)
Soccer.....18	0	36	(36)
Track and Field..10	6	4	(10)
Volleyball..... 15	0	60	(60)

Additional medals can be purchased from the QVDA.

COMMISSIONERS DUTIES

1. Must check with the Q.V.D.A. President to obtain a list of teams entered in your competition.
2. The commissioner is to decide which teams, allowing ONE REPRESENTATIVE from each division, are to participate in his sport. ANY EXCEPTIONS MUST BE CLEARED THROUGH THE EXECUTIVE.
3. Is responsible for the booking of the facility and arranging for any equipment, etc. that may be required
4. Should have personal contact, either through phone or letter, with each team.
5. Schedule and distribute information regarding the schedule to all schools.
6. Co-ordinate the officials for his playoff. PLEASE CONTACT THE OFFICIAL'S COMMISSIONER FOR ASSISTANCE.
7. Is to collect the awards for his sport and see the scheduled event.
8. Arrange for staffing and supervision of the scheduled event.
9. Arrange for collecting of gate at the event.
10. Keep and submit an accurate record of expenses.
11. Publicize results and names of the winners to the media.
12. Submit a report after the completion of the event.

MISCELLANEOUS:

1. Individual item per sport will have to be discussed and dealt with as they arise.
2. A member of the executive will be a contact person for each sport.
3. There must be 100% agreement by all division representatives involved if there is any change of the original dates that were set at the annual meeting.

Q.V.D.A. COMMISSIONER'S REPORT

Immediately following the competition please complete the online commissioners report.

www.shsaa.ca

Information required.

QVDA Activity Report Form

Name of Activity

Commissioner

Place of Contest

Dates of Contest

Number of Teams Entering District Playoffs

List by School and Division

Teams involved in the playoff (show draw and results)

Financial Statement: (gate receipts and official costs)

Recommendations

1. Names, addresses, distance traveled, number of games officiated, individuals rating, of all major officials. **DO NOT PAY THE OFFICIALS**
2. Send a cheque for 75% of all gate receipts. In all Q.V.D.A. sponsored games and/or tournaments the gross gate will be divided as follows:

 HOST 25%, Q.V.D.A. 75% Suggested Price: Adults \$5.00 Students \$3.00
3. Include in your report any suggestions, which you may have for future competitions.

Note: IF ADMISSIONS ARE NOT CHARGED, OR REMITTED, ALL
 TOURNAMENT EXPENSES WILL BE THE RESPONSIBILITY OF THE
 HOST.

BADMINTON

Playoffs: Two four team round robins with top two teams in each pool meeting in a cross over draw.

Refer to the S.H.S.A.A. guidebook for draw and tie-breaking procedure.

Awards: Q.V.D.A. medals will be presented to the winners in each classification.

BASKETBALL

Playoffs: Schools register with the QVDA president. All categories will be a straight knockout elimination. **Any changes must have the approval of the district Executive.**

CROSS COUNTRY

Refer to the S.H.S.A.A. Guidebook for procedure. There will, also, be a Bantam division in the Q.V.D.A. Cross Country Competition.

Bantam Division- Under 14 as of Aug. 31st of current school year.

Distance- 3000 metres

Awards: Q.V.D.A. medals will be presented to the individual champion in each division.

CURLING

Playoffs: Teams will play a modified double knockout the first day. The top four teams will return on the second day for a single elimination playoff. The breakers to follow the provincial guidelines.

Awards: a) Q.V.D.A. individual medals to members and coach of the winning team.
b) Championship travelling trophy for the championship team.

FOOTBALL

Awards: Q.V.D.A. championship medals will be awarded to any Q.V.D.A. football team that wins their conference.

GOLF

- A) Each tournament will consist of individual competitions for both boys and girls, and a District team competition.
- B) District teams may be made up of up to six members with a maximum of four members of either sex.
- C) Team scoring shall be determined by the total of the four best scores at least one of which must be from the score of the opposite sex.

Athletes may compete in only one of the competition. A golfer may not enter both sand and grass golf.

Adult scorekeepers will be assigned with each foursome.

Awards: a) Q.V.D.A. medals will be presented to members of the winning team.

SOCCER

Awards: Q.V.D.A. medals will be presented to members of the winning team.

TRACK AND FIELD

Refer to the S.H.S.A.A. Guidebook for procedure. There will also, be a Bantam and a Midget Division in the Q.V.D.A. Track and Field competition.

MIDGET- Under 15, as of Aug. 31st, of current school year.

BANTAM – Under 14, as of Aug. 31st, of current school year.

UNIFORM: That a \$50.00 per track uniform fine be levied against the school for non-return to track uniforms following the prov. meet. Also, the school is ineligible for further District Play until the matter is cleared up.

Dave Kydd Memorial Award – A plaque will awarded to the most improved division. This will be based on points gained from the previous Year.

Awards: a) Q.V.D.A. medals will be presented to the winners in each division.

Championship traveling trophy for each championship team.

VOLLEYBALL

The commissioner will draw the pools for all district volleyball playoffs.

Playoffs: The Playoff Format Listed Below Will Be Used

- 2 Teams.....Best Of 5 games.....1 Match
- 3 Teams.....Round Robin Tournament.....4 Matches
(Top 2 Teams in final. All games best of 3)
- 4 Teams.....Same as 3 Teams.....7 Matches
- 5 Teams.....Same as 3 Teams.....11 Matches
- 6 Teams.....2 Pools of 3 Teams....Top 2 Teams....9 Matches
cross over (1st in A vs 2nd in B, 1st in B vs 2nd in A) Winners
play in final. All games are the best of 3.
- 7 Teams.....2 Pools (One of 3, the other of 4).....12 Matches
Format is the same as 6 Team Tournament.
- 8 Teams.....2 Pools of 4 teams.....15 Matches
Top 3 teams from each pool advance to playoffs.

Awards: a) Q.V.D.A. medals will be presented to members of the winning team.
Starting in Sept 2009. Silver medals will be awarded.

JUNIOR SPORTS

- a) The host selects the dates for the competition.
- b) The host collects a gate and submits 75% of the money to the QVDA president.
- c) If a gate is collected, the QVDA will pay for the officials.
- d) If not gate is collected, the host pays all expenses for officials.
- e) A team entry fee will be charged (\$5.00 per team). This fee will be used to purchase Q.V.D.A. medals for the District Champion.
- f) AGE- Grade 6-9

Under the age of 16 as of December 31 of the current school year.
- g) REGULATIONS- Adherence to all Q.V.D.A. regulations.

Heights for Volleyball

Jr. Boys.....2.24m

Jr. Girls.....2.10m

Q.V.D.A. BID-TO-HOST A DISTRICT PLAYOFF

1. Sport.....

2. Proposed Date.....

3. Host School.....Telephone.....

4. Individual in Charge...Telephone.....

5. Facilities (include number of courts, change rooms, spectator space, food service, promotion, supervision, officials, etc.)

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6. Over-night accommodation if necessary (billets, motels, etc.)

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7. Other special reasons for hosting.....

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SUBMITTED BY.....

(Signature of Principal)

STATEMENT OF INTENT FOR THE Q.V.D.A. TRACK TEAM TO THE S.H.S.A.A. PROVINCIAL MEET

I, _____, if selected at the Meeting of Coaches following the Q.V.D.A. District Track Meet will attend the S.H.S.A.A. Provincial Meet and will compete in the individual events and relays that I am assigned. I further understand that I must be accompanied by a teacher and have made arrangements for _____ (name of teacher) from _____ High School who has agreed to be my supervisor.

Signed _____

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STATEMENT OF INTENT FOR THE Q.V.D.A. CROSS COUNTRY TEAM TO THE S.H.S.A.A. PROVINCIAL MEET

I, _____, if selected at the Meeting of the Coaches following the District Cross Country Meet will attend the S.H.S.A.A. Provincial Meet. I further understand that I must be accompanied by a teacher and have made arrangements for _____ (name of teacher) from _____ High School who has agreed to be my supervisor.

Signed _____

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STATEMENT OF INTENT FOR THE Q.V.D.A. GOLF TEAM TO THE S.H.S.A.A. PROVINCIAL MEET

I, _____, if selected at the Meeting of the Coaches following the Q.V.D.A. Golf Competition will attend the S.H.S.A.A. Provincial Competition. I further understand that I must be accompanied by a teacher and have made arrangements for _____ (name of teacher) from _____ High School who has agreed to be my supervisor.

Signed _____

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Note: If in the event that athletes from a school are dropped from the district team at the coaches meeting because of compliance of the above criteria the school has 24 hours to pay a late entry of \$50 per athlete to a maximum of \$100 a school in order to have the athlete(s) reinstated.

The sport commissioner will notify the school involved so that they may have the right to appeal any decision made at the coaches' meeting.

QU'APPELLE VALLEY DISTRICT SERVICE AWARD

1. Not necessarily a yearly award.
2. Each Division will be allowed to submit one name for each category per year.
 - a. teacher/coach
 - b. administrator
 - c. board member
3. Names which are not chosen in the final analysis may be submitted again in subsequent years.
4. The Division application will be a summary of the individual indicating the nominee's involvement as to:
 - a. years of service
 - b. responsibilities carried out
 - c. as an ambassador
5. This character reference will be the basis by which judgement of the screening committee will be based.
6. The merits of any one or more of the three above mentioned items will enable a nominee to be eligible for final reading.
7. The Executive will appoint a screening committee yearly.
8. The selection of recipients of this award rests with the Awards Committee of the Q.V.D.A.

SUBMIT TO: Mr. Don Morrison
Box 449
Lusmden, SK
SOG 3CO
don.morrison@pvsd.ca

Please submit by:
April 30 of each year.

SCHOOL DIRECTORY-COACH FORM

(Please type or print the following. Send this form to the District President along with your team entry form.)

SCHOOL:.....

PRINCIPAL:.....

ATHLETIC DIRECTOR:.....

PHONE NUMBER:.....

The following are the coaches appointed in this school- where a coach is not a teacher, a teacher-supervisor is named as well.

BADMINTON.....

BOYS BASKETBALL (A, 2A, 3A, 4A, 5A).....

GIRLS BASKETBALL (A, 2A, 3A, 4A, 5A).....

CROSS COUNTRY.....

CURLING (MIXED).....

(GIRLS).....

(BOYS).....

FOOTBALL.....

GOLF (GRASS).....

(SAND).....

SOCCER (GIRLS).....

(BOYS).....

BOYS VOLLEYBALL (A, 2A, 3A, 4A, 5A).....

GIRLS VOLLEYBALL (A, 2A, 3A, 4A, 5A).....

TRACK.....