



BY-LAWS

BY-LAW 1 SPONSORED ACTIVITIES

1.1 The Conference shall sponsor the following activities:

- a) Badminton - Junior and Senior; girls and boys. (Spring)
- b) Boys Baseball (Fall)
- c) Basketball - Junior and Senior; girls (Fall) and boys (Winter)
- d) Cross Country Running - Midget, Junior and Senior; girls and boys. (Fall)
- e) Cross Country Skiing - Junior and Senior; girls and boys (Fall)
- f) Curling - girls and boys (Winter)
- g) Field Hockey – girls (Fall)
- h) Golf - girls and boys (Fall)
- i) Hockey - girls and boys (Winter)
- j) Rugby - girls and Junior and Senior boys (Spring)
- k) Soccer - Junior and Senior; boys and girls (Spring)
- l) Swimming - Carded and Non-Carded; boys and girls (Winter)
- m) Tennis - girls and boys (Fall)
- n) Track and Field - Midget, Junior, Senior; girls and boys (Spring)
- o) Ultimate Frisbee
- p) Volleyball - Junior and Senior; girls (Winter) and boys (Fall)

1.2 The Conference shall SANCTION the following activities:

- A) Wrestling (Winter)

1.3

- a) Huron-Perth competitions must follow the standing orders as outlined in the Playing Regulations of each activity.
- b) New activities may apply for acceptance at any Huron-Perth meeting (To be identified as a Sanctioned Activities).

1.4

- a) Sanctioned Activities:

Upon acceptance by the conference, the following conditions shall be met prior to an activity applying to become a fully Sponsored Activity:

- i) 3 year commitment before applying to become sponsored activity
- ii) Needs to lead to a WOSSAA championship or an OFSAA Festival
- iii) Must have 4 schools participating in at least 2 of the 3 years

- iv) Shall not receive any Huron-Perth medals or pennants as a Sanctioned Activity.
- b) Existing Sponsored Activities:
If only 1 school, a Sponsored Activity will be moved to Sanctioned status
- 1.5 If O.F.S.A.A. and W.O.S.S.A.A. makes changes in activity regulations, Huron-Perth will adopt the changes unless a motion is put forth objecting to the changes.

BY-LAW 2 ELIGIBILITY

2.1 Forfeiting of Games

- a) Any team that forfeits a game shall be considered as withdrawing from the season.
- b) Forfeits are not the same as cancellations caused by weather and other unforeseen circumstances.
- c) The coach of the team that forfeits must contact, in writing, the coach of the opposing school involved, the league convenor and the Executive Director ASAP.
- d) Any previous results from league play shall be expunged from the records.
- e) The team that forfeits relinquishes all rights to all post season play including HP playoffs, WOSSAA and OFSAA .
- f) Any financial costs incurred by the opposing team (travel, officials, facilities and supply teachers) shall be paid by the school that has forfeited.
- g) If a school forfeits after award costs have been calculated, the school is still responsible for those costs. If they have been paid, there shall be no refund .
- h) The above do not apply to the team when individuals or pairs forfeit in non-team sports such as cross country, tennis, badminton, etc.
- i) The above may be appealed to a Board of Reference - General

2.2 Eligibility Lists

- a) Each school must file with the convener, prior to the first league game or tournament, an eligibility list signed by the principal, PHE Head and coach verifying the eligibility of each student and outside coaches on the list. The Eligibility List must include the WOSSAA Eligibility List Part 1 form that can be found on the HP Website. (Ronan's Law and WOSSAA Code of Behavior).
- b) This list must include name, age and birth date of each competitor.
- c) If any player additions are made once a schedule is begun, it is the responsibility of the coach to fill out another eligibility form (see a) & b) above) and forward it to the convenor immediately.
- d) The responsibility of notifying the conference of eligibility list infractions rests with the convenor and coaches.
- e) Eligibility Sheets must be sent to the convenor prior to the first game or any winning games played prior to its receipt will be declared null and void.

2.3 Eligibility of players

- f) General
 - i) A student must compete for the school at which he/she is registered.
 - ii) A student taking courses simultaneously at more than one school must compete for the school at which he/she takes the majority of classes as long as the two schools are in the same Board of Education. A student taking an equal number of credits at each school must compete for the entire year at the school which he/she first participates.
 - iii) If a student is taking classes at two or more schools under the jurisdiction of two or more Boards, he/she must compete for the school in the Board holding the registration and O.S.R.
 - iv) Grade 7&8 students cannot participate in high school athletic events (league and/or exhibition).

v) In accordance with Ronan's Law, confirm in writing, that they and their parent/guardian (if student is under 18 years of age) have reviewed their Board's concussion awareness resource and concussion code of conduct with the previous twelve (12) months OR that they and their parent/guardian (if student is under 18 years of age) have reviewed the OFSAA concussion awareness resource and OFSAA concussion code of conduct within the previous (12) months. Students participating in badminton, cross country, golf and tennis are exempt from this requirement.

g) Age

- i) Novice: the individual's birthday indicates that he/she has not yet reached his/her 14th birthday by January 1st prior to the start of the school year in which the competition is held. Students may compete in this category for one year only.
- ii) Junior: the individual's birthday indicates that he/she has not yet reached his/her 15th birthday by January 1st prior to the start of the school year in which the competition is held.
- iii) Senior: the individual's birthday indicates that he/she has not yet reached his/her 19th birthday by January 1st prior to the start of the school year in which the competition is held.

- iv) A student is eligible for a maximum of 5 consecutive school years from the date of entry into grade nine.

h) Participation

- i) A player who plays more than one league game with a team of higher age class in any one season may not revert to the lower age class in the same sport in that season. Players may play an unlimited number of exhibition games and tournaments with a team of higher age class without affecting their eligibility.

A player to qualify for a play-off game must have played in one of the regular league games for the team for which he/she is to play.

The player's name on sheet and the player sitting on the bench but not in the game, is enough to qualify. All sports will follow the Huron

Perth Constitution for minimum games unless otherwise stated in the sport specific playing regulations.

A junior may play their one game up as a senior and still play as a junior on the same day and against the same team.

- ii) In any Huron Perth championship meet or tournament a player may compete in only one age classification.(Except for track relays)
- iii) Gender Policy
Girls may play on boys teams if they are successful in try-outs.
Boys cannot join a girls team.
Girls cannot play on two teams in the same sport in the same athletic year (e.g. can't play girls basketball during their season and then boys basketball during theirs).
- i) Academic Standing/Attendance In order to be eligible for Huron-Perth participation, a competitor must satisfy the following:
Course Requirements Policy
 - i) Students who have fewer than twenty-two (22) credits must be taking courses which define them as full time students under the Ministry of Education definition. Namely, a student in a traditional school must be registered in a minimum of six (6) full day school credit courses; in a semester school, a student must be registered in a minimum of three (3) full day school credit courses in the semester in which he/she participates.
 - ii) Students who have achieved twenty-two (22) credits must be taking four (4) non-semester full day school credit courses over the school year or two (2) full day school credit courses in the semester in which he/she participates.
 - iii) A competitor must satisfy the school authorities as to his/her regular attendance and academic standing.
- j) Penalties

Any contest in which an ineligible contestant or coach participates shall be forfeited. This penalty shall be applied, subject to appeal to the Board of Reference.
- k) All competitors at W.O.S.S.A.A. championships must be eligible under the rules of W.O.S.S.A.A. This includes being eligible according to the O.F.S.A.A. Transfer Policy

2.4 Transfer Policy

- l) No school may include in its lineup any student who has been registered as a transfer from another school within the previous twelve months until:
 - i) The student has been declared eligible by the Conference Board of Reference -Transfers.
 - ii) The Board of Reference - Transfers meetings will be held prior to the Legislative Assembly meetings.
 - iii) The Board of Reference - Transfers may consider appeals outside of meetings of the Legislative Assembly, but does so at their convenience and the appeal will be subject to a late fee.
 - iv) The conference transfer policy is the Federation's Transfer Policy.

2.5 Eligibility of coaches

- m) "Coach" is defined as one who obviously influences the players and/or team during competition.
- n) The coach shall be a certified member of the teaching staff of the school concerned. If a school is not able to secure the services of a member of the teaching staff, an outside coach, who is a qualified teacher from the school board, may be used provided that the school advises the Legislative Assembly.
- o) The Conference is opposed to the principle of employing an outside coach to handle school teams. Every effort should be made to employ the service of a suitable teacher for this purpose.
- p) Non- Teaching Coaches must be approved at the school level by the Administration. Non-teaching coaches must apply through their school each year, even if previously approved. A staff member (teacher) must act as a liaison and be present at all times (practices, games, tournaments, etc.). A teacher will be required to accompany the team when participating at WOSSAA and OFSAA.
- q) The Conference's position on Outside coaches involved in high risk sports is that the coach should have a minimum of Level One or experience that will ensure the safety of our students. Student assistants should never be left in

charge of a team without a teacher present.

- r) All Outside Coaches (Retired Teachers, Educational Assistants, and Student Coaches/Assistants) must be reported on the WOSSAA Eligibility Form Part II.
- s) In W.O.S.S.A.A. Championships, it is mandatory that a staff member (teaching) of the school involved be in attendance and be responsible for the students of his/her school.

BY-LAW 3 Code of Behavior

3.1

- a) The teacher-coach bears the responsibility for preparing athletes in such a way as to leave no doubt whatsoever of precisely what conduct is expected of them.
- b) The teacher-coach bears the responsibility for supervising his or her athletes for the entire period during which they are absent from school or home.
- c) The teacher-coach bears the responsibility for contacting the convenor of his sport by the next school day requesting his/her interpretation of any incidents covered under this by-law.
- d) The appropriate set of "Playing Regulations" will, of course, continue to regulate the conduct of student athletes during an actual contest.

3.2 Unsportsmanlike Conduct to an Official (Coach and/or Player)

- a) Any incident involving striking an official shall be reported in writing to the official in charge and the convenor within 48 hours. The penalty for such an incident shall result in an automatic disqualification from further conference and post-conference activities for one (1) year from the date of the incident. There shall be no appeal.
- b) Any incident involving, pushing, grabbing, physical contact toward an official shall lead to an automatic game suspension and reinstatement only by a Board of Reference.
- c) Any attempt to strike or threaten an official shall be reported in writing by the official in charge within 48 hours to the activity convener. The penalty shall be an automatic game suspension and reinstatement only by a Board of Reference.

- d) The use of abusive language directed toward an official shall be reported in writing within 48 hours to the activity convener by a coach or official. The penalty shall result in an automatic game suspension. The second such offense in the same season shall be a 2 game suspension and reinstatement by a Board of Reference. A third offence in the same season shall result in automatic suspension for the balance of the season and post-season play and an automatic 2 game suspension in the next season of that activity.
- e) Ejection for unsportsmanlike conduct toward an official shall apply one hour before, during and one hour following the contest.

3.3 Unsportsmanlike Conduct

- A) If any coach or player is ejected from a Huron Perth Athletics (WOSSAA/OFSAA) game for unsportsmanlike conduct, their eligibility for further Huron-Perth competition is cancelled until officially reinstated by the Board of Reference. If reinstated, there shall be a minimum 1 game or tournament suspension in the current or next season of that activity, and a possible further game or tournament suspension for the first team sport coached or played after reinstatement, other than the one coached or played, when the incident occurred.

B) Fighting and Intent to Injure

The following a, b, and c, are on a school career basis not a school year.

FIRST OFFENCE

- a) Any player ejected from a league or post-season game for fighting or intent to injure shall be suspended for the balance of the season and post-season, for all sports currently being played and be required to be reinstated by a Board of Reference.

SECOND OFFENCE

- b) Any player ejected from a league or post-season game for fighting or intent to injure shall be suspended for the balance of the season and post-season, and be required to be reinstated by a Board of Reference.

THIRD OFFENCE

- c) Any player ejected as above shall no longer be eligible for Huron-Perth competition at the discretion of a Board of Reference.

3.4 Reporting Conduct

When a player is ejected from a game for unsportsmanlike conduct towards a fellow player it is the responsibility of all coaches involved to see that the incident is noted on the game report and is signed by the official.

3.5 Time Frame

- a) All incidents occurring one hour before and after the contest shall fall under the jurisdiction of the Huron-Perth conference.

3.6

Any player whose conduct is not in keeping with the best interest of the Huron-Perth conference may be called before the Board of Reference as to eligibility in Huron-Perth competition.

BY-LAW 4 Protests

4.1 Procedures

- a) All protests must be made in writing to the Executive Director and the Activity Convener within twenty four hours after the contest which is being protested has been held.
- b) All protests must be signed by the Principal or Vice-Principal of the school and by each coach (or other official) of the team making the protest.
- c) Copies of the letter of protest must be forwarded by the school making the protest to the other school concerned and to the referee (where the officials actions or decisions are a factor in the protest) or other official in charge of the contest within seventy-two hours after the contest.
- d) Where games are conducted under unusual circumstances, protests will be considered if the attention of the referee is drawn to that condition **prior to the game** and the game is played under protest and such a statement signed by the referee appears on the official activity report form. Such a statement should contain the date, the time (by clock and period of game), the conditions under which the protest is made and the signature of the referee in charge of the competitions. Where two officials are used, both should sign.

4.2 Protests may be made on:

- a) Violations of the Huron-Perth Constitution
- b) Violations of the Huron-Perth Eligibility Regulations
- c) Violations of general and specific rules governing Huron-Perth activities.
- d) Violations of Playing Regulations approved by the Huron-Perth Conference.

4.3 Protest Fee

- a) Each protest must be accompanied by a fee of \$25.00.

BY-LAW 5 Awards

5.1 Playing Regulations for each activity shall outline the awards pertaining to it.

5.2 Team Responsibility It is the responsibility of the teams winning trophies to:

- a) maintain them in satisfactory condition.
- b) to engrave them.
- c) to bring them to any meetings for dispersal at the request of the convenor of the conference.
- d) to report to the Legislative Assembly the condition of a trophy won, if the school feels the trophy is not in an acceptable state.
- e) to report to the Conference meeting loss or damage to any trophy.
- f) to report to the Conference meeting any trophy or award that has not been received by a school entitled.

5.3 Awards and record chairman will be the Executive Director.

5.4 All schools participating in a given sport will be responsible for the cost of all awards for that sport.

5.5 All schools declaring involvement in each sport at the June meeting, will be assessed a fee sufficient to cover the cost of awards.

BY-LAW 6 - Coaches

6.1 Duties

- a) Shall know the Constitution, By-Laws and Playing Regulations and coach accordingly.
- b) Scores and statistics (as required by the convenor) must be posted, by the winning coach, on the website within 24 hours of the game. In the case of a tie, both teams are required to make sure that the score and statistics are posted. Failure to do so will result in the game and any points associated with it being declared null and void. Opposing teams are strongly encouraged to check scores for accuracy.
- c) All Game Sheets (front and back when necessary) must be posted to the HP Website within 48 hours of the game by the home team. Failure to comply will result in any winning games being declared null and void.
- d) Regular Season fees and Play-off fees must be paid in a timely fashion by the date set by the convenor.
- e) Shall coach according to the Code of Ethics.

Code of Ethics

- i) The game is played for the sake of enjoyment.
- ii) The rules of the game are regarded as mutual agreements, the spirit or letter of which no one should try to evade or break.
- iii) Visiting teams and spectators are guests and should be treated as such
- iv) No advantages, except those of superior skill, are to be sought over others.
- v) Officials and opponents are to be regarded and treated as honest in intention.
- vi) Decisions of officials, no matter how unfair they may seem, are to be accepted without outward show of emotion.
- vii) To win is always desirable. But to win at any cost, defeats the purpose of the game.
- viii) Losing can be a triumph when the best has been given.

- ix) The greatest good to the greatest number is the ideal.
- x) The Golden Rule in sport is to treat other persons as you would like to be treated.
- f) The coach is responsible for the conduct of his/her team.
- g) Coaches shall not display unethical or flagrantly unsportsmanlike behavior in their role as coaches.
- h) Coaches shall not be involved in any form of recruitment of students from other schools for athletic teams.
- i) Coaches and assistant coaches shall be knowledgeable of and comply with the rules and playing Regulations of their sport.

6.2 Discipline

- a) Failure to comply with (a-i) of Duties of Coaches may result in the citing of the coach involved.
- b) Person(s) concerned with the coach's behavior shall notify the Executive Director in writing.
- c) The need for a "citing" meeting will be determined by the screening committee:
 - i) President
 - ii) Executive Director
 - iii) A Administrative representative
- d) It is the prerogative of the screening committee to decide a course of action upon receipt of the letter objecting to a coach's behavior. The committee may upon review of the evidence:
 - i) Dismiss the complaint and so inform the complainer in writing.

- ii) Interview the two parties concerned and follow-up in writing.
- iii) Refer the issue to the Board of Reference - General.
- iv) The Board of Reference - General shall invite to the hearing the following:
 - i. The person(s) concerned with the coach's behaviour
 - ii. Principal(s) of the school(s) involved.
 - iii. The coach cited.
- e) Decisions of the Board of Reference - General may be appealed to the Board of Reference - Sanctions. The appeal shall be based upon the decision reached by the Board of Reference - General.
- f) The Board of Reference - Sanctions shall invite the Board of Reference - General, Principals of the schools involved and the coach(es) cited.

1.6 Eligibility

- a) See By-Law 2.4

BY-LAW 7 Convenors

- a. Conditions of Office
 - i. There shall be a convenor for each of the sponsored activities.
 - ii. A convenor of any activity shall be appointed by the Conference at the March meeting for a term of one school year.
 - iii. All schools must declare their intention to enter teams at the March meeting

- b. Duties of the Convenor

The convenor shall:

- i. Be responsible for enforcing rules of eligibility according to the Constitution's eligibility and transfer regulations.

- ii. Call any committee meetings of his committee (coaches involved in the activity concerned) to deal with the business of that activity (schedules, etc.) if necessary.
- iii. Report to the regular meeting of the Conference.
- iv. Be responsible for the publicity (press, radio, TV) of the activity concerned.
- v. Submit to the Conference any recommended change in regulations governing the activity for decision by the Conference. The convenor shall submit notices of motion for updating the constitution at the conclusion of the activity.
- vi. Provide a game sheet or a template of a game sheet in activities requiring them
- vii. Announce forfeiture of contests
 - h) Report suspension of any players or coaches immediately to the Executive Director
 - i) Report any unusual incidents detrimental to the Conference immediately to the Executive Director
 - j) Report any facilities or situations to the Conference concerning the operation of his sport which he deems need discussion, either during the season, before or after.
 - k) Make any decision, in consultation with the Executive Director, not covered by the Huron-Perth or WOSSAA Constitutions concerning the activity
 - l) Present at the June meeting for the coming season a proposed schedule.
 - m) Be responsible for ensuring that there are qualified officials for all contests
 - n) Be responsible for league standings
 - o) Be responsible for filing all game reports within the activity.
 - p) Be responsible for circulating pertinent times and dates to officials and all

schools of playoffs, procedures and tournament organization (meals, times, etc.)

- q) Be responsible for notifying schools of date changes, times, regulations governing spectators, cheerleaders and crowd control.
- r) Be responsible for notifying officials of date changes.
- s) To be responsible ensuring that the standings are kept up to date on the website
- t) Be responsible for maintaining a record of information concerning the activity to be passed on to the next convenor.
- u) Be responsible for submitting a final report to the Conference.
- v) Are to forward the **entire invoice** from Chief Officials to each HPE Head but can still breakdown the cost per school.

Late Fees – convenors to set a deadline; initial request should go to coaches and Heads; may give some leeway due to courier, etc; if not received by end of one week past the deadline, then coach, Head and Principal shall be notified. A late fee of \$25 will be levied at the request of the convenor to the Conference (Executive Director) after the deadline.

- w) Convenors of one-day tournaments are to send in financial statement with their results.
 - x) Activity profits for Huron-Perth conveners should be forwarded to the Conference. Profits are defined as monies received from entry fees
 - y) It is the responsibility of Conference Convenor to communicate the WOSSAA representatives to the WOSSAA Convenor after the Conference Championship, no later than the next school day.
- viii. Schools entering WOSSAA or OFSSA competition must pay their own entry fee in all sports.

BY-LAW 8-Officials

8.1 It is the responsibility of the activity convenor to designate the officials to be used in the activity competition.

8.2 The activity convenor must notify the coaches as soon as possible, the following information: a) cost of the officials per game and travelling expenses to be paid b) any other pertinent particulars relating to officials.

8.3 Under no circumstances should non-qualified students be allowed to officiate Conference games, unless they are exhibition games.

8.4 If officials fail to appear for any league contest, staff members may officiate under the following conditions:

- a) both coaches must accept the replacement official before the game commences,
- b) both coaches must be aware that the game will be counted in conference standings,
- c) either school has the option of not playing the game. If this occurs, the convener must reschedule the contest in the original school,
- d) if a situation occurs where officials fail to arrive for a game it is the responsibility of the convener to present to the schools involved a full explanation and to take action deemed necessary to insure future fulfilment of official obligations.

8.5 Officials must complete game reports in entirety.

8.6 Officials must report any unusual or extenuating circumstances.

8.7 In the event that a school notifies its competitor they cannot attend at a time too late to stop officials from travelling, that school will be responsible for all costs subject to appeal to the Huron-Perth Conference.

BY-LAW 9 - Visiting Teams

9.1 It is the responsibility of the host school to supply visiting teams with adequate dressing rooms and shower rooms on their arrival.

9.2 It is the responsibility of the host school to supply keys for the dressing areas.

9.3 It is the responsibility of the visiting coaches to check dressing rooms on departure and report any damage immediately to home coach.

BY-LAW 10- Spectators

10.1 Code of Ethics for Fans

Our sports programme must be a worthwhile experience for BOTH players and spectators.

- a) Spectators have the right to enjoy the contest. No one will use loud, abusive, or obscene language.
- b) Spectators are to cheer positively (good plays by athletes); they are not to ridicule the performance of any athlete, nor to applaud the mistakes of the opposing team.
- c) Spectators should be aware that there shall be no smoking, no food, or drink in the gym.
- d) Spectators should not exit at the end of a school day until a time-out or end of a period of play occurs.

10.2 Visiting Spectators

- a) Authorized student spectators travelling to any final game are the responsibility of the school they represent.
- b) It is the responsibility of the visiting school to control their spectators. One member of the teaching staff must accompany every thirty spectators.
- c) It is the responsibility of the visiting school to advise the host school of the number of spectators coming and the time of their arrival.
- d) It is the responsibility of the host school to advise the visiting school of any special requirements of rules governing spectator conduct.
- e) Visiting spectators should not leave the activity area. e.g. wander in the school or from their designated area of the field.
- f) Remember, common courtesies at athletic events will make them an enjoyable experience for everyone.

- g) Spectators not abiding by the above rules may lose their privilege of attending athletic events at their school.

10.3 Citable Offenses by Fans

- a) A person may cite the school, through the Principal, for fan behaviour - uncontrolled or abusive or derogatory language or gestures toward officials, opposing players or coaches, or abusive signs displayed toward visiting players.
- b) All Physical Education Department Heads must ensure that all coaches in their school know their responsibilities pertaining to sportsmanship.
- c) All Principals must ensure that all students know their responsibilities as spectators.
- d) In an instance where a team feels that they are being abused verbally by fans, that the matter should be addressed immediately through officials, supervisory teachers and/or the opposing coach(es)