

Club Division – Competition Framework Support

Ringette BC is committing to providing high quality and developmentally appropriate competition for all athletes. In April 2024, Ringette BC communicated updates to provincial programming and the competition structure, which included the streaming of the Club division into All-Female and All-Gender teams. To review the communicated message and changes, see the links below.

- [Memo: 2024/2025 Ringette BC Competition Framework and Programming Updates](#)
- [2024 Ringette BC Club Division Updates Overview \(April 2024\)](#)
- [Club Division Guidelines](#)

To support Club Associations in the Team Formation and accompanying decision making process, Ringette BC has developed the following resource and FAQ. While we are confident that this resource will provide clearer direction, we are also well aware that there will be situations and questions that arise that are not included below. If situations arise that you are unsure of the process or potential action, please contact both your league and Ringette BC who will work to support you in working through the decision-making process.

In this document, you will find the following sections:

- Club Division Competition Framework Overview
 - Actions to Support Club Decision Making
 - Important Dates
 - General Registration Procedure
 - Team Formation
 - Team Declaration
 - Sanctioned Event Participation
- Appendix
 - Frequently Asked Questions
 - Scenarios

For questions related to Team Formation and the accompanying processes, please contact Ringette BC Director of Sport, Rebecca Tamil Selven at rebecctamilselven@bcringette.org.

Club Competition Framework Overview

Actions to Support Club Decision Making

To support the Team Declaration and Registration process, Ringette BC will collect tentative Club Declaration information in mid-August. After collection, this information will be shared with all associations to support informed decision making and potential cross-league releases.

Ringette BC will create templates to support with consistent information sharing, including;

- Team Declaration Submission Form (used for both Tentative and Final Declaration)
- Request for Category Change Form

Important Dates

August 15th	Tentative declaration	Provide Ringette BC with estimates, and where you anticipate your teams may be registered. This information will be shared with all leagues and associations.
September 1st	Notice of current Registration	Associations to notify current registrants of the current standing of their category of choice
September 15th	Team Declaration	Clubs will provide their league and Ringette BC with their declared teams in each division
November 1st	Roster Deadline	Deadline to make changes to rosters, including category declaration (All Gender / Female Only). Leagues may enforce an earlier deadline for category declaration.
December 1st	Commitment to Attend Deadline	Teams interested in attending the Provincial Championships must submit their C2A form by this date. This is also the deadline for applications to change Team Declaration. See below for more information.

General Registration Procedure

Associations will open registration with two categories in each of the U14, U16 and U19 divisions.

- All-Female
- Club (All-Gender)

Upon registration, athletes in these divisions will indicate which category they are interested in participating in. Associations will provide an update on registration and potential team declaration to their membership on September 1st.

Registration should remain open until associations typical registration deadline, or until the Ringette BC roster deadline. Should an athlete register after the Team Declaration deadline, and their category of participation does not align with the offerings available, the association will employ the standard team formation processes to support with finding the athlete a place to play.

There are no changes to the registration or team formation procedures in U10, U12 18+ or Masters.

Team Formation

Utilizing the results of their registration, associations will work to determine their team formation in each division. To support decision making, clubs may ask athletes if they are interested in participating in the category they did not choose, to have information readily available if needed.

- A minimum of 9 athletes are needed to form a team in any given division and category.

If an association does not have at least 9 players in a division/category, they will utilize standard team formation and player movement processes to move athletes within their association, release athletes to other associations, or merge with another association to form a Zone Club team.

- Club (All Gender) teams cannot not have greater than 50% male athletes rostered to their team, including pick-ups.

This is applicable during participation in league play, tournaments and provincial championships. Where possible, teams should work to utilize the Player Pick up policy to replace missing players, while maintaining the ratio required. In the event of unexpected injury, illnesses or absences, teams should make every attempt to maintain no more than 50% males dressed at all sanctioned events. If there is a theme of a specific team participating with more than 50% males on a consistent basis, the league should be notified.

Team Formation Processes

While there are now two options within a single division, the process of forming teams and moving players within and between associations remains the same.

Clubs and leagues should utilize existing processes to support the movement of athletes and formation of teams.

- Player Release Policy (movement from Association to Association)
- Player Movement Policy (movement of athletes within an association, up or down a division)
- Zone Club Teams (merging of two associations to form one team, noted in Appendix 1 of the Club Division Guidelines)

When utilizing the Player Movement Policy, associations should consider the developmental stage of the athlete(s), including their physical, emotional and social readiness. Ringette BC policy allows for athletes who are one year removed to be moved up a division. Athletes who are two years removed must have a risk assessment completed, which may result in the request being denied due to safety concerns, or concerns of developmental readiness.

We understand that registration data does not tell the whole story, and that there are additional variables that need to be considered when determining team declaration. Should associations deem it necessary to declare a team contrary to the results of their registration, they may do so by putting it forward as a motion to their board for approval, prior to submitting their team declaration to Ringette BC and their League. In this instance, athletes must have indicated that they are willing to participate in the category of declaration. The decision, with details, must be provided to the league and Ringette BC with the team declaration. Both organizations reserve the right to request more information and may deny the request for declaration contrary to registration.

Basic Team Formation Examples

The examples below provided a set of registration data and the resulting Team Formation and Declaration. These are basic

Registration Numbers and Resulting Team Declaration				
#	All Female	All Gender	Either	Result
1	9	3 (1 Male, 2 Female)	2	(1) All Female Action needed ¹
2	4	10 (3 Male, 7 Female)	4	(1) All Gender
3	10	9 (4 Male, 5 Female)	3	(1) All Gender (1) All Female
4	2	4 (2 Male, 2 Female)	4	Action needed ²
5	6	6 (4 Male, 2 Female)	2	Action needed ³

¹ The association will need to utilize Team Formation processes to find a place for 1 Male athlete who is seeking All Gender Club.

² There is not enough registration to form either team. The association will utilize team formation processes to ensure athletes have places to play. This may include Player Movement within the association, player release to another association, or merging teams with another association to form a Zone Club team.

³ The association does not meet the minimum of 9 athletes in either category to form a team. The Association may reach out to all athletes to determine if they are willing to participate in the alternative category. If after this no team can be formed, the association will utilize team formation processes to ensure athletes have a place to play. This may include Player Movement within the association, player release to another association, or merging teams with another association to form a Zone Club team.

For detailed team formation scenarios that utilize one or more of the Team Formation processes noted above, see **Appendix 2**.

Defining a Viable Option

When utilizing Team formation processes, associations should consider what viable options are available. A viable option is defined as a team that is developmentally appropriate for the athlete in question, either in their chronological division, or one above, in a location that is accessible given the geographical constraints and transportation available to the athlete.

Displaced Athletes

After all team formation processes have been exhausted, if there is an athlete with no viable place to play, the association can seek more flexible options for participation, such as the Male Competition Development Program for Male athletes, the Flex/ Power to Play option for all athletes, and/or a release to another League if reasonable for the athlete in question.

Team Declaration

Associations will declare their teams and categories to Ringette BC by September 15th using the template provided. Teams may change their declaration by November 1st (though leagues may enforce an earlier deadline). After the roster deadline of November 1st, teams may only request a change in category by submitting a request to Ringette BC with supporting documentation. If approved, the team would

participate in their new category for the provincial championships, but league and tournament play would be at the discretion of the relevant organizer due to timing and scheduling constraints.

Sanctioned Event Participation

League Play

After team declaration, will participate in their division and category during sanctioned league play. The only exception to this would be a team with an approved Declaration Change after November 1st, whose league schedule cannot be adjusted. In this case, the team would have to meet the roster requirements for the category they are participating in within their league.

Tournaments

Ringette BC sanctioned tournaments are encouraged to offer Female Club and Club (all-gender) divisions to align with the changes in the competition framework for the 2024/25 season, with a minimum of three teams needed for a division to proceed. Teams must register for their declared division and category. A team may participate in a different category, given that their roster meets the requirements of the category of participation at the event, a team in that category is not being displaced, and their category is not offered.

Provincial Championships

Teams will participate in their category and division of declaration. No changes to the team's declaration can be made after the December 1st Commitment to Attend Deadline. If a division does not run at the Provincial Championships, teams may be provided with the option to participate in another category, given that their roster meets the requirements of that category.

Exhibition Play

Teams are permitted to take part in Exhibition Play outside of their declared category and division, given that all other Ringette BC policies are being followed (no more than one division away, youth cannot play with or against adults), and all athletes have agreed to the participate. Exhibition play across categories must be approved by the governing league(s) and association(s).

Appendix 1 - Frequently Asked Questions

ATHLETE ELIGIBILITY AND REGISTRATION

**Can an athlete on an All-Female team be picked up to play with an All-Gender team?
Can an athlete on an All-Gender team be picked up to play with an All-Female team?**

Yes, as long as all other standard pick-up policies and procedures are being followed.

**Can a male athlete from an All-Gender team participate in an All-Female practice?
Can a female athlete from a All-Female team participate in an All-Gender practice?**

The use and allocation of practice is determined by each club, so long as all other Ringette BC policies are being followed.

What do we do if an athlete registers for the opposite category we declared, after team declaration, but before the roster deadline?

The association could accept the athlete and request a change of category based on the deadlines noted above. If this is not viable, the association could support the athlete in finding an alternative place to play utilizing Player Release and Player Movement procedures. If all options have been exhausted, the association could support athlete participation with more flexible options, such as the Male Competition Development Program for Male athletes release to another league, and/or the Flex/ Power to Play option for all athletes.

Can we close registration if we don't want to have a large roster, or don't want to form two teams?

Some associations have a registration deadline that is prior to the Ringette BC roster deadline. Ahead of this deadline, your registration should remain open. There are various processes, such as player movement and player release to support athletes in finding places to play.

If our registration in a division reaches 50% male, do we close registration for male athletes in that division and create a waiting list?

Registration should remain open, and the associations will use existing processes in place to complete team formation with the given registration in that division. The association will declare their teams with the information available by September 15th. After this date, if an athlete registers that does not meet

the declared category or team registration policies, the association may either request a change in declaration if applicable and appropriate or support that athlete in finding an alternative team.

Could we allow male athletes to double card between Club and Zone?

Male athletes can participate either on an All-Gender Club Team, or a Male Zone team, but not both. All team registration and player pick up policies apply, including being registered to one team, and availability for pick up to a maximum number of games. Male athletes who participate in either of the options may also register and participate in the Male Competition Development Program

Can a female athlete participate on both All-Female and an All-Gender club teams simultaneously?

Female athletes can participate either on an All-Female Club Team, or an All-Gender Club team, but not both. They are, however, eligible to be picked up in either category for sanctioned events. All team registration and player pick up policies apply, including being registered to one team, and availability for pick up to a maximum number of games.

TEAM DECLARATION AND FORMATION

We are worried we won't be ready to declare by September 15th. Is there a possibility of extending that deadline?

All associations must declare their teams by September 15th to support with event planning, scheduling and event registration. Should there be an extenuating circumstance, the club can contact Ringette BC to discuss their specific situation. All other deadlines noted in the question above would apply.

Can we change our team declaration? At which point?

Associations must declare their teams by September 15th and can make changes up to the roster deadline of November 1st. Leagues may enforce an earlier deadline for changes, given their typical league timelines and specific scheduling needs.

After November 1st, teams may request to change their declaration, ahead of the Commitment to Attend Deadline of December 1st for Provincial Championships. This request must be accompanied by the reason for the change, with any relevant evidence. However, this may not change their participation at the league or tournament level, if approved, due to scheduling restrictions.

Can a Club Association have the authority to form team's contrary to their registration?

Associations may consider declaring teams that are contrary to the results of their registration. In this case, the association would be considering variables outside of their own registration data, and making a decision that is in the best interest of the association and all its athletes. In this case, the following steps must be taken

- Athletes must agree to participate in the category of declaration
- The decision must be brought to the association's Board of Directors for approval
- The Decision, with detail, is provided to the league and Ringette BC upon team declaration

The local league and Ringette BC reserve the right to request more information and deny the request for declaration contrary to registration.

Whose job is it to find a displaced athlete a place to play?

The local Club Association is required to support ALL athletes in finding a place to play. This could include releasing the athlete to another association, moving the athlete within the association, or looking at other creative team formation solutions. The association may confer with the league, other local associations, or Ringette BC to gather more information to support in finding a team for the athlete in question.

What happens with the male athletes if there is nowhere for them to play (no space in the All-Gender stream)?

The association should employ team formation processes, such as player release, player movement or merged teams, to find all athletes a place to play. If all options have been exhausted and there is no viable option for the athlete, the association may consider other flexible options for participation, such as the Male Competition Development Program for Male athletes, release to another league, and/or the Flex/ Power to Play option for all athletes.

How do we figure out Club team formation before Zone teams are formed?

In August, only estimated team declaration is required to be shared. By September 15th, if Zone teams are not yet formed, associations should be able to have an estimate of results to complete team declaration. Teams and associations have until the roster deadline of November 1st, or the league deadline, to change their team declaration.

What do we do when we are unsure what our club offerings will be? If someone registers and we do not have their category of choice, are required to give them a refund.

If you are unable to find an athlete a place to play within your association, whether they chose not to play at all, or they are released to another association, you would be returning their registration fee.

We don't know how many teams will be in a All-Female division so how do we navigate this? We usually book our tournaments well in advance. What about Provincial Championships?

Ringette BC will share the estimated team declaration province wide in August. Ahead of the Team Declaration deadline of November 1st, teams may still have the opportunity to change their category. Pending tournament space and division/category offerings, teams may be able to participate in a different category, so long as their roster meets the requirements of the category of participation. See the Team Declaration and Important Dates sections above.

TEAM REGISTRATION AND EVENTS

Can an All-Female team register in an All-Gender division in a tournament?

Yes – as long as there is no All-Female division being offered, and the All-Female team is not displacing an All-Gender team from the event. Any player pick ups must meet the requirements of the category of participation and be approved utilizing a Team Adjustment Form.

Can an All-Gender team register in an All-Female division in a tournament if their male players are not present?

Yes – if athletes are not being intentionally excluded, and the All-Gender team is not displacing an All-Female team from the event. Any player pick ups must meet the requirements of the category of participation and be approved utilizing a Team Adjustment Form.

What if we are missing athletes for a league game and we end up with more than 50% male athlete present?

All Gender teams may have no more than 50% male athletes on their roster and should make every attempt to maintain no more than 50% males dressed at all sanctioned events. Where possible, teams should work to utilize the Player Pick up policy to replace missing players, while maintaining the ratio required. There may be some cases where due to last minute absences or injuries that this is not

possible. If there is a theme of a specific team participating with more than 50% males on a consistent basis, the league should be notified.

Does a tournament have to host a division if we don't have a team in that division/category?

Tournaments have never been required to host any specific divisions. Tournaments apply for sanctioning, then determine their offerings based on registration and facility/resource availability. The only exception would be for the Designated Zone tournaments, who would be required to admit all Zone teams in the declared divisions each season. Should a region not be hosting a Zone team, Ringette BC may reallocate the required tournament to another region to maintain a total of three (3) Zone tournaments each year.

Can U19 teams play the open teams if they only have one team? If not, who would they play.

Youth teams may not participate in competition, or practice, with or against adult teams. If there is only one U19 team, they may seek out exhibition opportunities with U16 teams and play in their own division and category at other sanctioned events across the province.

Appendix 2 - Scenarios

Scenario A – Movement of players within an association

Association – Registration Data

	All-Female	All-Gender	Either
U14	4	12 (4 Male, 8 Female)	2
U16	12	4 (1 Male, 3 Female)	8
U19	0	12 (3 Male, 9 Female)	4

Based on the registration data above, this association should form the following teams

- U14 – All-Gender
- U16 – All-Female
- U19 – All-Gender

After declaring the teams above, there are the following athletes who need to a team to play on.

- 2 Female U14 athletes seeking All-Female
- 1 Male U16 Athlete seeking All-Gender

After reviewing information about each of the athletes, it is determined that as the athletes are both second year players, and of appropriate caliber, each of the athletes above will be moved up a division to participate with the team in their chosen category.

Scenario B – Movement of players between associations

Association – Registration Data

	All-Female	All-Gender	Either
U14	14	4 (2 Male, 2 Female)	5
U16	12	2 (0 Male, 2 Female)	2
U19	4	12 (3 Male, 9 Female)	4

Based on the registration data above, this association should form the following teams

- U14 – All-Female
- U16 – All-Female
- U19 – All-Gender

After declaring the teams above, there are the following athletes who need to a team to play on.

- 2 Male U14 athletes seeking All-Gender
- 1 Female U14 athlete seeking All-Gender

After reviewing information about each of the athletes, it is determined that the 3 U14 athletes seeking All-Gender will be released to a neighbouring association who has declared a U14 All-Gender Team, as the athletes are all first years and the association is declaring a U16 All-Female Team.

Scenario C – Merging to form Zone Club Teams

Association – Registration Data

	All-Female	All-Gender	Either
U14	10	4 (0 Male, 4 Female)	4
U16	6	10 (3 Male, 7 Female)	5
U19	5	0 (0 Male, 0 Female)	1

Based on the registration data above, this association should form the following teams

- U14 – All-Female
- U16 – All-Gender
- U19 – Does not meet minimum of 9 players to form a team

After declaring the teams above, there are the following athletes who need to a team to play on.

- 1 Female U16 athletes seeking All-Female
- 5 Female U19 athlete seeking All-Female

After reviewing information about each of the athletes and the neighbouring associations, it is determined that the 1 U16 athletes seeking All-Female will be moved up to U19, as they are a second-year athlete. Now, with 6 Female U19 athletes seeking All-Female, the association can merge with their neighbouring association, who has 5 Female U19 athletes seeking All-Female, as they formed a U19 All-Gender Team. Together, the two associations will form a Zone All-Female Club team with 11 athletes.

Scenario D – Declaring contrary to registration

Association – Registration Data

	All-Female	All-Gender	Either
U14	12	4 (1 Male, 3 Female)	3
U16	10	6 (4 Male, 2 Female)	11
U19	0	0	0

Based on the registration data above, this association should form the following teams

- U14 – All-Female
- U16 All-Female team

This association asked athletes to indicate whether they were interested in either category if that is what was selected; in U16, 9 out of 10 athletes who selected Female Only also indicated they would be interested in participating in All-Gender.

When this association considers additional factors, they determine that it is best for their club as a whole to declare a U14 All-Female, and a U16 All-Gender for the following reasons.

- Their U14 athletes have strongly voiced their choice in an All-Female team, with only 3 athletes (who all registered for All-Gender) indicating that they would play in either category
- In U16, of the 12 female athletes, 11 identified that they would play in either category.

- If this association declares an All-Female Team, the four male athletes would be released to the closest association who is offering an All-Gender Team in their division
 - After consulting their league and nearest associations, the closest available team is 3 associations away (>1 hour commute without traffic).
 - This would not be considered a viable option, likely resulting in the loss of four players
- If this association declares an All-Gender team in U16, the one female athlete who has declared Female as their only option would be released to the closest association offering an All-Female team in their division
 - After consulting their league and nearest associations, the closest available team is in the neighboring associations away (approximately 25 minutes without traffic).

The result of forming an All-Gender U16 Club team is the continued participation of every registered athlete in the sport of ringette. This association brings the team declaration forward as a motion at the board meeting, and it is approved at the local board level, then sent to the league and Ringette BC by the September 15th team declaration deadline.