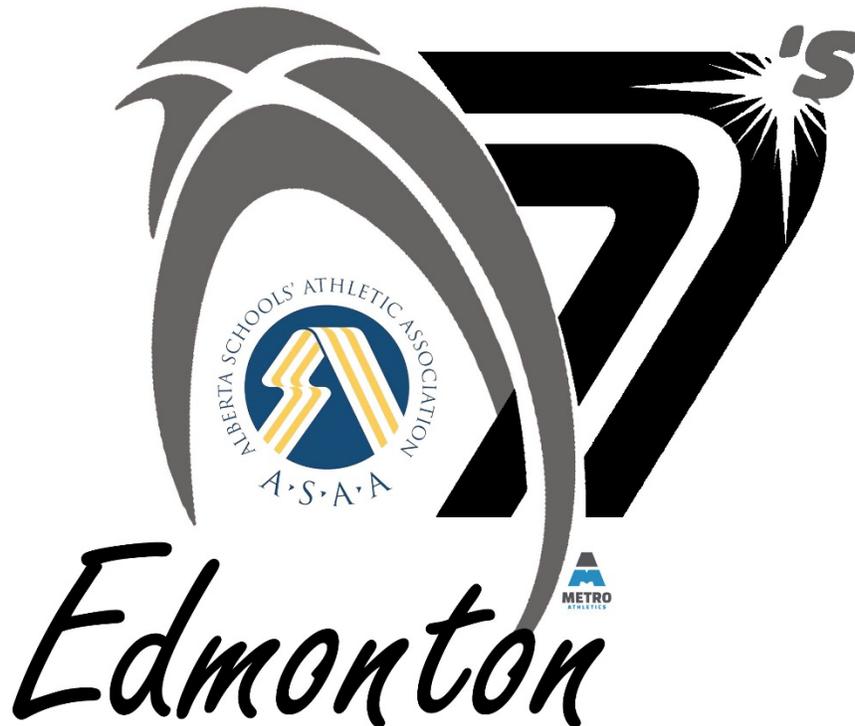


Alberta Schools' Athletic Association Provincial Rugby 7's Championships

Date: May 27 & 28, 2022

Host: Metro Athletics
Edmonton, AB

Site: St. Albert Rugby Football Club
51 Riel Drive
St. Albert, Alberta



1. ORGANIZING COMMITTEE**Metro Athletics**

10425-84 Ave

Edmonton, AB T6E 2H3

(office) 780-989-3005

Name	Position	Telephone	Email
Michelle Ross	Metro Manager	780-989-3005 (bus) 780-905-7341 (cell)	michelle@metroathletics.ca
Shawn Shepherd	Metro Facilitator	780-989-3005 (bus)	shawn@metroathletics.ca
John Paton	ASAA Executive Director	780-427-8550 (bus)	john@asaa.ca
Angie Seaman	ASAA Girls Commissioner	403-485-2223 (bus)	angie.seaman@palliser.ab.ca
Brent Gough	ASAA Boys Commissioner	403-253-2261 (bus)	bpgough@cbe.ab.ca
Dawn-Marie Hunter-Sharp	McNally Metro Rugby Sport Chair	780-469-0442	dawn-marie.hunter.sharp@epsb.ca

2. SCHEDULE OF EVENTS

Friday, May 27, 2022

Coaches Meeting	8:00am	Zoom Call
Gates Open	8:30am	St. Albert Rugby Club
Team Registration	9:00am	Teams to bring cheques to the club
Competition Begins	10:00am	St. Albert Rugby Club
Provincial Lunches (with pass)	11:00am – 2:00pm	St. Albert Rugby Club

Saturday, May 28, 2022

Gates Open	8:00am	St. Albert Rugby Club
Competition Begins	10:00am	St. Albert Rugby Club
Awards Presentations	After each Tier of Games	St. Albert Rugby Club

3. ST. ALBERT RUGBY CLUB INFORMATION AND RESULTS CENTRE

The main Provincial Tent will be located on the South East side of the grounds. Draw and scores will be posted there. Charge person and contact information for charge person/coordinators will be located here as well.

The St. Albert Rugby Football Club and Metro Athletics want to make it known that the Clubhouse WILL NOT be open to the public.

Teams will need to be prepared to come changed or bring a tent in order to change in; porta potties and hand wash station will be available on site.

4. COMPETITION SCHEDULE

The Competition schedule is provided under the Schedule tab of the ASAA website and attached as a spreadsheet.

5. PRE-GAME WARM-UP FIELDS

Teams are encouraged to warm-up within the Rugby Park and Field 4 is being reserved as the warm up field. Teams **ARE NOT** allowed to warm-up in the in-goal area of fields that have games being played. Please respect the games that are being played and do not enter the playing field until the game is completed. All teams will be expected to share the warm-up space, which is designated to Field 4 and any other open space that is not on the fields.

We are asking all teams to please STAY OFF the soccer fields, as they are not part of the St. Albert Rugby Facility.

6. ONLINE REGISTRATION AND PAYMENT

- 6.1 All team registrations must be completed online by 4 pm on Tuesday, May 24, 2022.
- 6.2 Registration includes a team roster, team photo, team logo and your team order form (which includes your entry and your meal ticket pass). Be sure to describe your jerseys in the uniform colours area of the team roster form so we can work to avoid jersey conflicts.
- 6.3 The Entry Fee will be \$325.00/team. **Cheques are to be made payable to: Metro Edmonton High School Athletic Association.**
*Teams will not be eligible to participate until the Metro Athletics host (Michelle Ross) has received payment for the registration fees.

- 6.4 Meal tickets cost **\$12.50 per athlete and coach** (one lunch meal for athletes/coaches on Friday) will be charged to each team. Meal tickets are to be ordered online at the time of registration using the team order form.
- 6.5 There will be a \$1.00 “Pay It Forward ASAA Scholarship” fee assessed to each student upon registration.

ALL information MUST be entered online by 4 pm on Tuesday, May 24, 2022

7. ASAA PROVINCIAL CHAMPIONSHIP MEAL TICKETS

Purchase of the meal ticket is compulsory for all participants and accompanying coaches/supervisors. Each school/zone is to complete the Luncheon Registration Form online at the host website (part of the registration link) by 4 pm on May 25, 2022; indicating the number of luncheon tickets needed. Please include any student trainers you may be requesting passes/lunch tickets for.

Date: Friday, May 27, 2022
Time: 11:00am until 2:00pm
***Lunch Passes are only valid during this time; no refunds will be given if you do not pick up your lunch.**
Site: St. Albert Rugby Club – Food Tent/Area will be located just off of the patio to the clubhouse
Cost: \$12.50 per athlete & coach (Friday Lunch only)
Ticket: Will be included in the registration package given out at the coaches meeting

8. MEETINGS

Coaches Meeting

Date: Friday, May 27, 2022
Site: Zoom Call
Schedule: 8:00 am
Chairs: Michelle Ross – Host Chair
Angie Seaman—Girls Rugby Commissioner
Brent Gough—Boys Rugby Commissioner
Agenda: Set by Host Committee
Participants: Host Committee Representatives, at least ONE Coach rep from each team, ASAA Representatives

NOTE: There is an ASAA sanctioned fine of \$250.00 per team if a team does not sign in and attend the Pre-Tournament Coaches Meeting.

8.1 Coaches Information

- **A coach or representative from each team is required to be in attendance at the Coaches Meeting.** Any concerns regarding the tournament or referees will be addressed at this meeting. The playing rules used by the ASAA shall be those endorsed by World Rugby for Rugby VII's and U-19 play.
- Coaches are responsible for being versed with regard to this posted information package on the website before they arrive at the tournament (including uniform policy, coaching zones and other clarifications). There will be a check-in desk located in the St. Albert Rugby Clubhouse. All teams are asked to have a representative check-in upon arrival for any last minute information items, and to have any questions answered.

9. TECHNICAL INFORMATION

- 9.1 For ASAA policy regarding eligibility please refer to pages 27-32 of the ASAA Policy Handbook.
- 9.2 For ASAA policy specific to behaviour and conduct at this event please refer to pages 20-23 of the ASAA Policy Handbook.
- 9.3 For ASAA policy specific to rugby 7's please refer to the information tab on the website for policy.

10. AWARD PRESENTATIONS

Awards presentations and medals will take place in the awards area that will be located on the South East side of the park by the Results Area, immediately after the game for each gender and tier. There will be a volunteer marshal that will lead teams to the awards area IMMEDIATELY following the conclusion of the game.

Please assemble your teams as directed by the marshal.

11. PHOTOGRAPHS

A committee photographer will be taking action shots throughout the tournament for the ASAA yearbook. As well, team photos will be taken as part of the respective awards presentations by the committee photographer for the Champions, Finalists, Bronze and Consolation winners. Please remain at the awards area at the conclusion of these medal presentations until this team photo has been taken.

All action shots will be uploaded to a Google Drive and shared with coaches following the provincial championship.

12. ASAA RUGBY CHAMPIONSHIP TOURNAMENT RULES

12.1 It is incumbent upon all coaches and participants to be aware of ASAA Rugby policy and World Rugby variations. Specifically for this event, player eligibility (pp 27-32) and ASAA Rugby 7's rules which are located on the website.

12.2 Discipline and Misconduct:

Breaches of the ASAA Code of Ethics are treated seriously, and as a host [we] are required to report any breaches to the ASAA office where action may occur. A portion of the ASAA Code of Ethics states "Any conduct, including, but not limited to ejections, fighting and drugs and alcohol use, that results in dishonour to the athlete, the team, the school or the ASAA will not be tolerated" (pp 20-23). Any unsportsmanlike or violent behaviour (e.g. fighting) that results in an ejection of an athlete or coach from play in an ASAA provincial championship competition shall result in a suspension from the next scheduled match of the current season, where match is understood to mean game, match, round, bout, etc. as appropriate per sport.

12.3 Discipline/Appeal Committee:

All ASAA provincial championship hosts will convene a discipline/appeal committee. The committee will have the authority to address issues of a serious nature that may occur before, during or after a provincial championship match, or to hear appeals of the automatic suspension resulting from an ejection. The committee may include, but not be limited to, the tournament chairperson, an official, and two coaches not in conflict with the issue.

12.4 Uniform Policy:

Please refer to ASAA rugby policy Uniforms 7. A. I and A.II on page 84 of the ASAA 2021-22 Handbook.

12.5 Coaching Zone:

For each playing field there will be one side designated for teams and one for spectators. Spectators may not view the game from within the team areas, nor may coaches or players view the game from the designated spectator areas. If a coach wants to sit in the spectator area, he/she must do so for the entire match and must not enter the team area until the competition has concluded.

Communication to coaches/players from outside the team area is prohibited (this includes headphones, two-way radios, etc). This type of team management strategy is outside the spirit of the game. Designated trainers are permitted on or around the field as the needs of the players warrant. Teams/coaches will have a designated area during the game. Coaches are not to leave this area.

Coaches are not allowed on the field except during half time. If the need arises the referee will call the coach onto the field.

Water may be provided to the on-field players by designated water carriers. The number of carriers may not exceed three. These persons must not be dressed in uniform.

12.6 Replacement of Players (substitution):

There shall be an unlimited number of players on the team roster. SECTION XVI-RUGBY, pg 81 Section 3. Eligibility B. Before each match a team must nominate 25 players on a game sheet that indicates name, unique jersey number or letter, captain(s) and designated forwards as per *World Rugby law 3.5 (a) and U-19 Variation 3.5 (c)*. *Only players on the game sheet may play, with a maximum of 10 substitutions.*

12.7 Games:

All games will last 20 minutes – two 10 minute halves and a 3 minute half-time break. The Saturday finals will be given an additional 10 minutes to allow for medal presentations. ALL WARM UPS are to be held in designated warm up areas near each field or on Field 4. NO WARM-UPS are allowed in the in-goal areas during games.

Tie-Break:

All tie-break requirements will follow the ASAA Tie-Break Procedures as indicated in the policy on the website

12.8 Protests:

Protests concerning results or conduct within an event must be made within 30 minutes of the results being posted or announced. The protest must be made to the **Grievance Chairs: Angie Seaman and/or Brent Gough**. A Discipline Committee will consist of the Head Referee, Grievance Chair(s) and the Tournament Chair, will deliberate and a decision will be rendered, where possible, before the next scheduled match of any team involved with or included in the protest.

Any responses to the decision will be heard immediately at which point the Discipline Committee may alter the decision. At this point the Committee's decision will stand (for the purposes of moving on with competition and the resolution of the tournament) and any appeals must be filed with the ASAA Provincial Rugby Commissioner of the corresponding gender. Appeals will be documented and used constructively toward improving equity, sportsmanship and general fairness if and where these things may be found lacking.

12.9 Tournament Rugby Game Balls:

Games will be played using a World Rugby approved size 5 ball **GILBERT MATCH BALL** which are supplied by the ASAA. There will be NO substitutions.

12.10 Athletic Therapy Services:

There will be certificated and insured Athletic Therapists throughout the tournament to assist in injury prevention, assessment, and treatment. It is strongly recommended that teams supply their own tape and first aid requirements if you would like the AT's to address your taping/wrapping needs. If assessment of soft tissue injuries or taping is required, please have the athlete bring themselves with any necessary supplies to the score table on each field prior to the game or signal that you request their assistance during or after the game. The AT's will be onsite under the black (sportfactor) tent.

12.11 Dressing Rooms and Washroom Facilities:

The clubhouse will not be open to the teams/public. There will be no access to changerooms. Teams are asked to come changed or to bring a team tent and change in the tent. Changing on the game field is not permitted. Please treat the facility with respect and clean up after yourselves.

Porta-potties and hand wash station will be provided on the north west side of the field, along the fence.

12.12 Lightning Rule:

The guidelines noted on the Safety Guidelines for Secondary Interscholar Athletics will be followed. If in doubt, follow the 30-30 rule:

- 30 seconds: Count the seconds between seeing lightning and hearing thunder. If this time is less than 30 seconds, lightning is still a potential threat. Seek shelter immediately.
- 30 minutes: After the last lightning flash, wait 30 minutes before leaving shelter. Half of all lightning deaths occur after a storm passes. Stay in a safe area until you are sure the threat has passed.

13. ADMISSION AND PARKING

There will be two parking areas, both accessed off Rodeo Drive:

- The parking lot attached to the St. Albert Football Rugby Club will be for volunteers, referees, guests and Club members.
- The parking lot located at the Larry Olexiuk Field directly across from the St. Albert Football Rugby Club will be for spectators and bus parking on Friday ONLY.
- Saturday parking will be a first come, first served in the area. Unfortunately, the Rainmaker Rodeo is happening at the same time as our event and so parking will be limited at the facility and across the street. Spectators will need to find parking and walk to the facility.
- All athletes can be dropped off at the facility using the facility parking lot, but then must leave the lot to find parking.

Admission is set at the following prices: **CASH ONLY**

Adults/Students: \$5.00 per day

Children under 12 FREE

15. CONCESSION

A Concession is available to all spectators throughout the tournament provided by the St. Albert Rugby Football Park and will be located on the patio to the clubhouse.

16. CHAMPIONSHIP HOTELS

There is an abundance of hotels in the Edmonton and St. Albert areas. Below is a list of hotels that are near the Rugby fields that can be used as recommendations.

HOLIDAY INN AND SUITES - WEST EDMONTON - 4 Stars

11330 - 170 ST

Distance to venue - 10 min / 7 km

FAIRFIELD INN & SUITES BY MARRIOTT - EDMONTON NORTH - 4.5 Stars

581 Griesbach Parade

Distance to venue - 15 min / 11 km

ST. ALBERT INN & SUITES - 4 Stars

156 St. Albert Trail

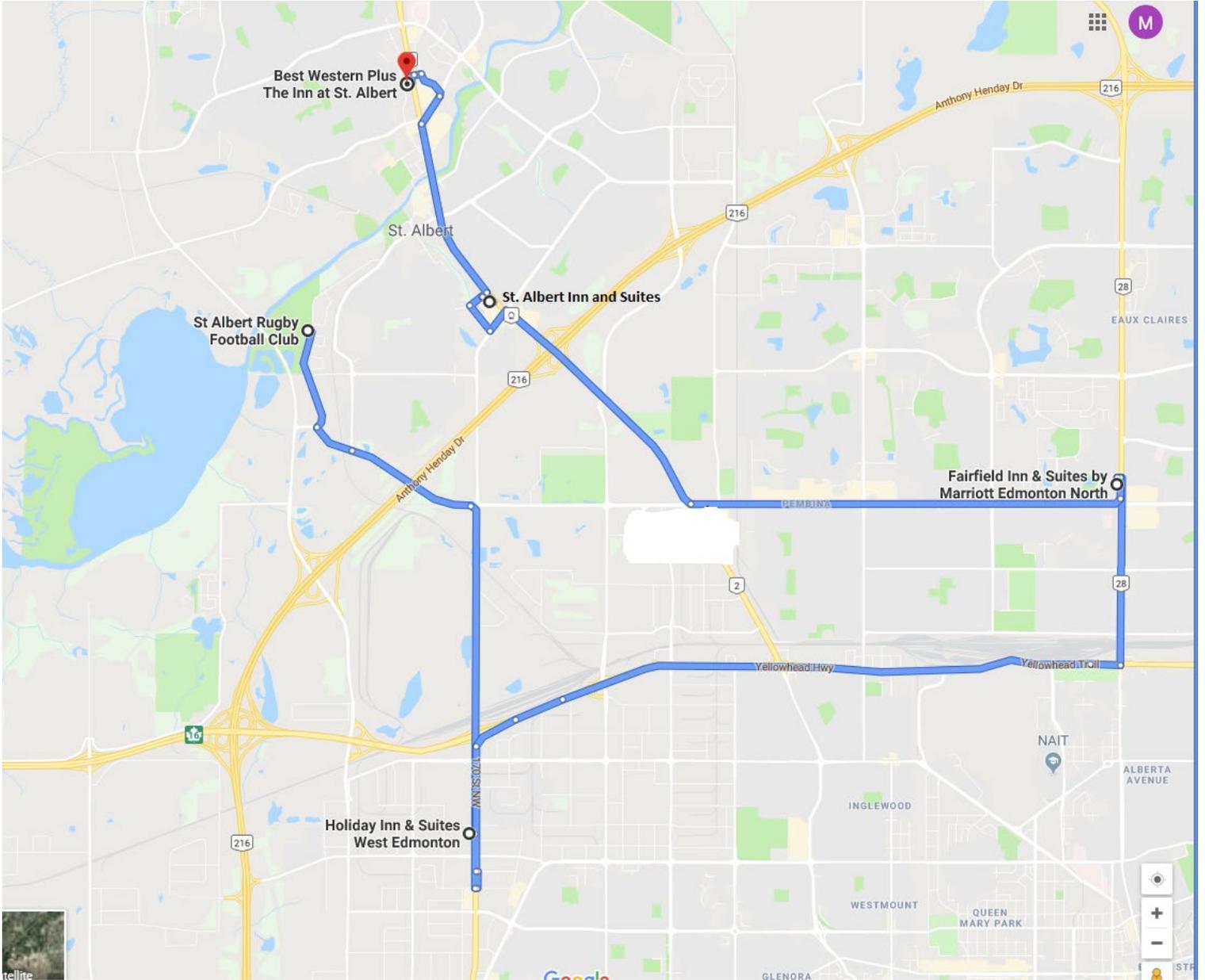
Distance to venue - 6 min / 4 km

BEST WESTERN PLUS - ST . ALBERT 4.5 Stars

460 St. Albert Trail

Distance to venue - 11 min / 5 km

17. CITY OF ST. ALBERT MAP



**Emergency Action Plan - ASAA Rugby 7's Provincial Championships
June 8-9, 2018 at the St. Albert Rugby Football Club (SARFC)**

The detailed EAP can be found on the host website.