



2025 WELCOME BACK! 2026

FROM THE OFFICE OF SCHOOL SPORT ALBERTA



BACK-TO-SCHOOL, BACK-TO-SPORT!

INFO PACKAGE

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NEW YEAR, NEW NAME, NEW LOOK

The 2025-26 school year has begun and while things may look different our commitment remains the same. Welcome Back to the newly branded ASAA office, now known as **School Sport Alberta**. The SSA Office is here to support you in a safe return to high school sport. This information package has important updates you'll need to review to ensure a smooth transition back to school sport. Along with this brochure, please also find a new *Strategic Plan*, a *Who To Contact* poster, a *Wall Calendar*, a *Communication Flowchart*, a *Fall Season Policy Highlight Pack* and information from our partners/sponsors.

WWW.SCHOOLSPOALBERTA.CA

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WHO TO CONTACT



BRAD VAN RAALTE

Executive Director

brad@schoolsportalberta.ca

- Governance (Bylaws and Policy Sections 1-7)
- Provincial Sport Organizations
- CAAA & Professional Development
- New AD Conference
- Coach Education
- Liability
- Government Communications
- Advocacy
- Financial Matters
- Partnerships/Sponsors
- Awards



SHELBEA MACLENNAN

Operations Coordinator

shelbea@schoolsportalberta.ca

- Provincial Championships
 - Golf
 - Volleyball
 - Wrestling
 - Badminton
 - Rugby
- Impact Workshop
- Women in Sport Workshop



DAVE SAENGSAITHIT

Director of Operations

dave@schoolsportalberta.ca

- Operations (Policy Sections 8-20)
- Provincial Championship Oversight
- Sportsmanship
- Game of the Week
- Live Streaming - Hudl
- Online Ticketing - Hudl
- Merchandise and Apparel
- Partnership Activations
- Officials Liaison
- Demonstrations



DERYK VENANCE

Operations Coordinator

deryk@schoolsportalberta.ca

- Provincial Championships
 - Cross Country
 - Football
 - Curling
 - Basketball
 - Team Handball
 - Track & Field



NATHAN MOORE

Compliance Officer

compliance@schoolsportalberta.ca

- Eligibility
- Transfers
- Joint Teams
- Appeals Advice
- Reports of Wrongdoing (whistleblowing)



CASSIE SHAW

Unified Sports Program Manager

cshaw@soalberta.ca

- Unified
- Para
- Special Olympics



BILLIE REID

Member Services

info@schoolsportalberta.ca

- Executive and Board Meetings
- General Membership Assistance
- School, student, and team registrations
- Tournament Sanctions



MEGHAN KRYVENCHUK

Member Services - IT

meghan@schoolsportalberta.ca

- Archives
- Championship Registrations
- Technology Support
- Website Management



CARRIE ANNE DOUCETTE

Communications

communications@schoolsportalberta.ca

- Brand Management
- Marketing & Promotional Materials
- Publications
- Social Media
- Website Assets



780.427.8182



www.schoolsportalberta.ca



info@schoolsportalberta.ca

A SCHOOL SPORT ALBERTA **SET THE BAR**

CLASSIFICATIONS

Your school's classification will be based on your September 30 enrolment which must be submitted online by October 10 to avoid a late registration penalty.

PLEASE NOTE: This year marks an exciting new era, not only are we now operating as **School Sport Alberta**, we are also implementing a new classification structure:

- 1A: <75
- 2A: 75-249
- 3A: 250-699
- 4A: 700-1399
- 5A: 1400+

This year, teams in any sport can apply to opt up to a higher classification. Please note that schools must apply to opt a team up; the only exception for this is 5A football. The application form can be found under the resources tab of the SRS.



REGISTERING ATHLETES, COACHES & TEAMS

All student-athletes, coaches and teams should be registered in SRS, including JV. The higher the number of students registered, the more accurate our numbers are when reporting. Those numbers are also quoted when we seek out grants and sponsorships.

PLEASE NOTE:

- Schools are responsible to keep all Student/Guardian Acknowledgement Forms.
- Principal Acknowledgement Forms must be signed and sent to the Zone Manager.
- Each student only needs to sign one copy of the Student/Guardian Acknowledgement Form for their high school athletic career. If a student changes schools and/or guardianship, then a new form must be completed.
- Schools are responsible for updating the year on both forms to reflect the current school year
- Acknowledgment Forms can be found on the Resources Tab of our new website at: www.schoolsportalberta.ca

FOR ACTIVITIES LIKE CROSS COUNTRY AND TRACK & FIELD, PLEASE BE SURE THAT ALL POSSIBLE ATHLETES ARE REGISTERED IN SRS (IF IN DOUBT, REGISTER THE ATHLETE; THIS WILL MINIMIZE THE CHANCES OF INCURRING LATE FEES AS WELL!)

IMPORTANT - LATE REGISTRATIONS AND OTHER PENALTIES

This year, with SRS functioning as it should, schools will start being automatically charged late registration fees. You are strongly encouraged to stay current with deadlines for all sports and subscribe to the SSA Google Calendar.

For assistance with this, please contact:
info@schoolsportalberta.ca

PLEASE NOTE: UNLIKE IN PREVIOUS YEARS, THERE IS **ONLY ONE REGISTRATION DEADLINE**. BY THE REGISTRATION DEADLINE, YOU MUST REGISTER ALL STUDENTS AND COACHES ON THE TEAM. THE DEADLINES ARE ALL NOTED IN **RED** ON THE WALL CALENDAR.



HERE ARE THE PENALTIES

\$500

- Late School Projection or Registration Fees

\$100

- Team or athlete registration, or opt-up application occurs within one week after the deadline

\$200

- Team or athlete registration, or opt-up application occurs later than one week after the deadline but before provincial qualification

\$300

- Team or athlete registration occurs after the athlete or team has qualified for provincials

PLEASE NOTE: ALL coaches must have the **Making Headway in Sport** course at coach.ca before they can be registered in SRS. If you wait until the deadline to register your coaches and realize a coach does not have Making Headway in Sport and cannot get it done before midnight, **you will be charged \$50 for each coach.**

SUGGESTION: As soon as you know who your coaches are each season, make sure they go to www.coach.ca, go to **the locker** (top right on the website) and get an NCCP number if they do not have one. It is free to register. If they do have an NCCP number, have them make sure they have completed the *Making Headway in Sport* course (any version of the course at coach.ca is fine)

Other penalties:

\$1,000

- Schools reporting incorrect/false numbers when registering in SRS
- Additional penalties also apply

PLEASE NOTE: ALL grade 10 - 12 students in your building must be included in your count (Only exceptions: 4th year students, age 19 before Sept 1, less than 10 credits per semester)

PENALTIES CONTINUED

PROVINCIALS

\$750

- Team checks the box *"intend to attend provincials"* in SRS and decides not to go.
- Penalty paid to team that replaces them, and another **\$250** to the host. If no replacement can be found, the penalty is **\$750** payable to the host by the school that withdrew

\$50

- A *"No-Show"* fee of **\$50** per student
- Will be levied on schools in individual sports for each student who fails to show on any of the provincial championship days they are registered for.
- There may be other penalties, depending on the sport

APPEALS OF LATE OR NO-SHOW FEES

- Late fees can be appealed to the office if circumstances beyond the control of the school or student have resulted in the penalty. There is no guarantee of success of an appeal, but legitimate and quantifiable circumstances may result in discretion being shown by staff and as required, the Executive Committee.
- There are three possible outcomes:

1. PENALTY STANDS
2. PENALTY IS REDUCED
3. PENALTY IS FORGIVEN

THERE MAY BE OTHER SPORT SPECIFIC PENALTIES AS NOTED IN THE POLICY HANDBOOK.



BILLING

Your school membership fees will be billed as per your Enrollment numbers for the 2025/26 school year. These must be inputted into the SRS by October 10 or late fees will occur.

SANCTIONING

All schools close to the BC or Saskatchewan border can travel across the border without requiring sanctioning. If you are hosting a tournament and inviting BC and Saskatchewan teams, please check out the policy before initiating the sanctioning process. Contact the office if any questions.

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CODE OF ETHICS & DISCIPLINE/MISCONDUCT

CODE OF ETHICS INFO

Adults who work with students in interscholastic activities should present a positive role model for them to emulate. Students who represent a school must be creditable school citizens. The Association recognizes that the school administration is responsible for all athletic programs and the conduct of all school representatives, and therefore expect the following:

1. Fair Play and Sportsmanship
2. No drugs, alcohol, tobacco or cannabis
3. Appropriate use of social media
4. Honest and full disclosure

PLEASE NOTE: Spectator behaviour falls under the jurisdiction of the school, and schools will be held accountable for the behaviour of their spectators at SSA Championships.

DISCIPLINE AND MISCONDUCT

SSA has and/or uses the following resources and processes to address breaches of the code of ethics at any championship game/event:

1. Sport specific rule books
2. Any ejection for unsportsmanlike behaviour will result in an automatic suspension from the next-scheduled game/match
3. Each championship will have a discipline/appeal committee. Any conduct that results in dishonour to the athlete, team, school, SSA should be reported to the SSA office. The Executive Committee will then determine if any further discipline is appropriate. Consequences may include: vacating of awards, suspension, restorative justice, required educational programs.
4. For further information, **please visit Section II (Discipline and Misconduct) of the Policy Handbook.**

COACH EDUCATION INFORMATION:

SSA **requires** the following courses, all available in The Locker on coach.ca:

- **Safe Sport Training:** this module is required for one team official of each coaching staff.
- **SSA Coach Information:** Each registered team needs to have one team official complete this course.
- **Making Head Way:** this course is required for every coach on every registered team
- **Coaching School Sport: Redefining Winning:** Every school must have one staff member complete this course.

Seasons of Play:

- SSA encourages school jurisdictions to emphasize a varied program of school athletics. Further, competitive opportunities should be as equitable as possible for all members. The seasons of play policy is therefore designed to prevent teams from practicing outside of a school sport season. For specifics on the seasons of play, **please refer to Section VIII (Activities) of the Policy Handbook.**
- To complement the seasons of play policy, SSA also restricts athletes from competing on non-school teams during the SSA season of play.

****Schools are responsible for ensuring that members of the football, volleyball, basketball, rugby and handball teams are not playing on any other team during the SSA season.**

Breaches of either of the above policies may result in suspension of the specific player(s) or the entire team, and can make a player or team ineligible for the remainder of the season. If a violation is discovered after the season, awards may be vacated and discipline into the next season will be considered.**

For more information, **please refer to Section VIII (Activities) of the Policy Handbook.**



Special Olympics Unified Sports®

Unified Sports is a collaborative effort between SSA and Special Olympics Alberta that brings together high school students with and without intellectual disabilities to train and compete on the same team. Providing students of all abilities the opportunity to play sports together creates pathways to friendship, physical activity, and social inclusion that are often otherwise unavailable.

What Unified Offers:

Unified Sport promotes full school engagement and meaningful inclusion of people with disabilities. It offers significant social benefits, fostering lifelong friendships and recognition as contributors to the school community. Unified Partners also gain leadership opportunities, learn to appreciate differences, and form meaningful connections. Unlike traditional sports, Unified Sport is a transformative movement that impacts everyone involved, emphasizing participation over outcomes. Additionally, it provides athletes with intellectual disabilities enhanced competition opportunities, enhancing their self-esteem, social skills, and overall quality of life.



GET INVOLVED

1. **Make contact** with the Unified Sports Program Manager at the email address below to initiate Unified Sports at your school. The manager can provide guidance on starting a program and connect you with necessary resources.
2. **Identify the coach(es) at your school.** Educate coaches about Unified Sports through a 90-minute interactive online training offered in partnership with the National Federation of State High School Associations (NFHS). This training is provided at no cost and ensures coaches are well-prepared to support Unified Sports.
3. **Recruit Athletes.** Athletes with intellectual disabilities and closely related developmental disabilities are encouraged to join.
4. **Recruit Unified Partners.** Unified Partners are students without intellectual disabilities who play alongside athletes as teammates. Students with other types of disabilities can also participate as Unified Partners, ensuring inclusive team composition.
5. **Practice together.** Regular practice sessions are essential for team cohesion and skill development. Coaches and athletes work together to build a supportive and inclusive team environment.
6. **Participate** in local Unified Sports events or organize one at your school.
7. **Join Us** at the **2025 Unified Sports Conference** will be taking place on **Friday, October 24, 2025**, in Edmonton, Alberta!



CASSIE SHAW - Unified Sports Program Manager
cshaw@soalberta.ca **5 8 7 - 8 1 9 - 1 9 8 2**



TO SHARE WITH STUDENTS REGARDING TRANSFERS



If a student decides they want to change schools after starting grade 10 and having played school sport.

Students who have participated in an SSA sport and then transfer from one school to another are not able to participate in school athletic competition for the new school until they have established their athletic eligibility at the new school. This process has to be completed every time a student transfers from one school to another in their high school career.

When establishing athletic eligibility at the receiving school the student must prove that the transfer is for educational programming (single course not an acceptable reason) that is not offered at their current school or for other approved reasons. The onus is on the student and receiving school to establish this athletic eligibility to the satisfaction of the Compliance Officer.

This policy applies to any student who has participated in either Junior or Senior Varsity level athletics in any SSA sport before transferring schools. All student inquiries should go to their Athletic Director or Principal who will then contact the SSA office. Parent or student inquiries to the SSA office will be directed back to the school.

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THE
BAR**

SPORT ACADEMY AND/OR PREP SCHOOLS

Sport Academies, Prep Schools or schools offering sport specific program whether it be in Canada or outside Canada are considered to provide an unfair competitive advantage to students participating in those programs. Such students are not eligible to participate at an SSA member school in the sport they have been involved in, in one of the above options, for at least one year after such participation.

A student who transfers to one of these schools and participates in any training (including school course blocks) over the summer months or during the school season is NOT eligible to play sports if they choose to return to a home school or any school in Alberta.

The amount of time at the Prep/academy or school, number of games, or lack of fulfilled promises does not validate eligibility for the student as a first, second or third transfer to any of SSA member schools.

BEWARE: SSA encourages anyone looking at a sports specific school, Prep school or Academy program either in or out of Canada to research it thoroughly and to talk to the current Athletic Director and Principal before any contracts, arrangements, or decisions are made. They can provide guidance in most situations as they are not commissioned sales representatives for these programs. SSA has had many concerns regarding the promises some of these establishments make to families in order to gain an athlete tuition to their school/academy or program and it is incumbent on students/families to do their homework before leaving their current school to be involved in one of these programs. There have been several and ongoing cases of misrepresentation by such programs and many students/families have been taken advantage of. Promises made are often not kept.

PLEASE NOTE: Some people may receive compensation for recruiting/encouraging students to these types of schools and that as a result, they may not consider what is in the best interest for the student and their family. If you are approached in any capacity to transfer to a sport academy school or Prep school or similar entity, make an appointment with your Principal and Athletic Director to discuss all of your options first.



THANK YOU



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