

2023 CANADA WINTER GAMES PROGRAM GUIDELINES

PURPOSE STATEMENT:

As part of the Excellence Ringette Program, Ringette BC will provide a quality high-performance experience for athletes who will represent the province of BC and the sport of Ringette at the 2023 Canada Winter Games (CWG).

JANUARY 2021 V.1

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Table of Contents

| | |
|--|-------------------------------------|
| 1. INTRODUCTION | 2 |
| 2. THE 2023 CANADA WINTER GAMES PROGRAM | 4 |
| 2.1. PROGRAM PRINCIPLES..... | 4 |
| 2.2. PROGRAM STANDARDS..... | 4 |
| 2.3. ATHLETE ELIGIBILITY..... | 4 |
| 2.4. ATHLETE SELECTION | 5 |
| 2.5. SEASON CALENDAR | 5 |
| 2.6. CANADA WINTER GAMES PROGRAM COSTS | 5 |
| 2.7. SELECTION CAMP AND ROSTER SIZE | 6 |
| 3. GOVERNANCE | 7 |
| 3.1. THE PROGRAM COORDINATOR..... | 7 |
| 3.2. FINANCES..... | ERROR! BOOKMARK NOT DEFINED. |
| 3.3. THE CWG STEERING COMMITTEE | 7 |
| 4. COACHING AND TEAM STAFF | 8 |
| 4.1. TEAM STAFF SELECTION..... | 8 |
| 4.1.1. <i>Head Coach Selection</i> | 8 |
| 4.1.2. <i>Assistant Coach Selection</i> | 8 |
| 4.2. COACH CERTIFICATION | 8 |
| 4.3. OTHER TEAM STAFF | 9 |
| 5. APPENDIX | 10 |
| 5.1. APPENDIX 1 – EXPECTATIONS | 10 |
| 5.1.1. <i>Team Staff Expectations</i> | 10 |
| 5.1.2. <i>Athlete Expectations</i> | 10 |
| 5.2. APPENDIX 2 – PROGRAM RESPONSIBILITIES | 11 |
| 5.3. APPENDIX 3 – COACH TECHNICAL REQUIREMENTS | 12 |
| 5.4. APPENDIX 4 – ATHLETE ELIGIBILITY | 13 |
| 5.5. APPENDIX 5 – TENTATIVE PROGRAM CALENDAR FOR 2022/2023 | 0 |
| 5.6. APPENDIX 6 – RESOURCES AND LINKS..... | 0 |

1. Introduction

The [2023 Canada Winter Games \(CWG\)](#) will be held in Prince Edward Island from February 18 to March 5, 2023 hosting 24 sports. Canada Winter Games is one of the highest levels of competition available to ringette athletes across Canada, athletes will be a part of Team BC in Ringette as well as being members of Team BC; a group of high performance athletes, coaches and volunteers from BC who are aiming for excellence at the Games.

Held once every every four years, the Canada Winter Games represent the highest level of national competition for up and coming Canadian athletes. The Canada Games contribute to Canada's sport development system as well as creating a lasting legacy of sport facilities, community pride and national unity.

The Ringette Canada Competition Review introduced the "Pursuit of Excellence" as a sporting context that offers athletes a *"high quality daily training environment with sound technical leadership, quality coaching and consistent access to sport science and sport medicine."* Ringette BC's *Excellence Ringette* Program fundamentals and related guidelines were developed within the context of the cross-Canada consultation and collaboration of the Competition Review. As such, the 2023 Canada Winter Games Program will be a part of Ringette BC's [Excellence Ringette Program](#).

Excellence Ringette includes the following key areas:

1. A daily training environment for athletes that seek access to a high-quality program and meet the standards for entry; and
2. Training, management and selection of Team BC athletes and Team staff selection for the Canada Ringette Championships (CRC) at the U16 and U19 divisions and for the Canada Winter Games at the U20 division.

Excellence Ringette provides athletes with the daily training environment that will assist each athlete with attaining their personal success and individual goals. Excellence Ringette, and the CWG program, is a year-round commitment that provides individually adapted plans for athletes that align with a full season ringette calendar. This includes clearly outlined periodization stages for the athlete, parent and coaches to ensure that athletes are reaching peak performance at the optimal time of the season while also training effectively throughout the year. Athletes and coaches will have access to program training tools, sport medicine and other resources as part of the CWG program. All athletes, coaches and team staff will be expected to meet program standards and expectations as outlined by Ringette BC and the Program Coordinator.

U16 and U19-aged athletes registered in the *Excellence Ringette* program are rostered full-time to a Zone team while 18+ aged athletes can either be a full-time rostered player or affiliate for an NRL team.

CWG Team BC athletes will be selected from *Excellence Ringette* athletes. CWG Team Staff will be expected to participate in the *Excellence Ringette* Program. Athletes will be selected from those already in the 2021/2022 Excellence Ringette Program, and those wishing to enter in the 2022/2023 season. Program coaching staff will be selected through an application process and expected to be involved in the *Excellence Ringette* Program.

Athletes must commit to meeting program standards and expectations as outlined by Ringette BC. A Program Coordinator will be primarily responsible for program organization and delivery.

2. The 2023 Canada Winter Games Program

2.1. Program Principles

The Canada Winter Games program is the pinnacle of participation for many ringette coaches, athletes and officials. This program will follow the *Excellence Ringette* Program's Principles and Values while meeting the standards and best practices of safe sport initiatives, policies and practices. In addition, the CWG program will demonstrate the Standards of Professionalism and will be a testament to Ringette Canada's Corporate Values, the values of Ringette BC and the investment of our local Club Associations in the development of athletes, coaches and officials.

The program will embody the following principles:

- Athletes, Coaches and Administrators will be guided by the *True Sport Principles* and will be ambassadors of *True Sport* in Ringette;
- the program guidelines and policies will work to support the Guiding Principles of Competition; and
- the program will be as financially accessible as possible.

2.2. Program Standards

Program standards will ensure that the program is delivered consistently with a quality experience for all athletes. Ringette BC will establish and deliver the program standards as the operator of *Excellence Ringette*.

Standards will:

- Establish a clear distinction between *Excellence Ringette* and other ringette sport contexts while managing expectations and behaviors of all athletes;
- Provide a foundation for quality assurance and equity; and
- Align with Ringette Canada and other provincial ringette authorities on athlete preparation, resource allocation and competition design.

2.3. Athlete Eligibility

The Canada Winter Games is a U20 event. For the 2023 Canada Winter Games, athletes must be

- Born on or after January 1, 2003;
- Be under the age of 20, as of December 31, 2022;
- Female;
- Resident of BC;
- In good standing with Ringette BC and their local Club Association; and
- Be registered with Ringette BC.

In addition, all athletes are required to sign an athlete agreement as part of the Excellence Ringette program, and Team BC CWG, and maintain program standards for continued

participation. Athletes, parent/guardians and coaches must commit to the CWG team via a written agreement that outlines expectations and responsibilities.

2.4. Athlete Selection

In the summer of 2021, Ringette BC will host orientation sessions. These sessions will inform age-eligible athletes of the Canada Winter Games program parameters and expectations. During the 2021/2022 season, the Canada Winter Games Team Staff will be actively scouting through the *Excellence Ringette* Program. Any athlete who is not a part of the Excellence Ringette Program during the 2021/2022 season, but wishes to be considered for the Canada Winter Games program, must complete an Expression of Interest form by January 1, 2022.

CWG Team BC will host a series of selection camps in 2022. Athletes are guaranteed participation at two selection camps between January and May of 2022. The final selection camp will be by invitation only.

Athletes selected to CWG Team BC will be provided their training schedules at time of selection. Full participation and attendance at all team events and training camps is expected. In addition, athletes selected to CWG Team BC are required to enrol in the *Excellence Ringette* Program during the 2022/2023 season. For more information on the Excellence Ringette Program Standards and expectations, please see the *Excellence Ringette* Program Guidelines.

2.5. Season Calendar

In addition, to *Excellence Ringette* events and training, the **tentative** 2023 Canada Winter Games Ringette program calendar is outlined below:

| | |
|---------------------------------|---|
| March – June 2021 | Coach Selection Program Development |
| July – September 2021 | Athlete Orientations |
| July 2021 – March 2022 | Athlete Scouting |
| January 2022 – May 2022 | Selection Camps (2-3) |
| June 2022 | Team BC CWG Named |
| July 2022 – January 2023 | Training Camps Pre-Games Tournaments |
| February 2023 | 2023 Canada Winter Games in PEI |

**dates and timelines are subject to change*

2.6. Canada Winter Games Program Finances

Estimated cost for program delivery will vary depending on each athlete's participation level and whether they are named to a CRC Team.

Program costs will cover athlete accommodation, sport science, facility rentals and other operational costs required to administer the program. *Excellence Ringette* training events will be hosted in different geographical locations throughout the province subject to access for athletes,

costs and venues. Please note that costs related to the CWG program are athlete only and do not include parent/guardian costs.

The Canada Winter Games program budget will be managed by Ringette BC, with guidance and input from the CWG Head Coach and CWG Steering Committee.

A more detailed budget will be provided to athletes at the Athlete Orientations outlining the cost of selection camps and upon the offer of a position on Team BC with the cost of Team BC programming. The Team budget will include costs for training camps, athlete travel and accommodations, apparel, equipment and other expenses.

2.7. Selection Camp and Roster Size

The number of athletes that attend the 2023 Canada Winter Games selection camps will depend on the level of interest and other factors including, but not limited to, existing health-related restrictions.

The CWG Team roster must meet the requirements of the [Ringette Technical Package](#) for the 2023 Canada Winter Games. The roster size will be no more than 18 athletes.

The CWG Team may carry up to four (4) alternates identified through training camps and pre-CWG tournaments. Alternates will be designated at the same time the team is announced. Alternate athletes will attend events leading up to the Games, as requested by the Head Coach, but will not attend the games themselves unless replacing a rostered player.

3. GOVERNANCE

As part of the *Excellence Ringette* Program, the Canada Winter Games program will be governed by Ringette BC, who, as the Provincial Sports Organization, will be the program license holder. Ringette BC will be responsible for delivering the Canada Winter Games program to its Members.

3.1. The Program Coordinator

Ringette BC will designate a Program Coordinator for the *Excellence Ringette* Program who will be responsible for day-to-day program coordination, including the delivery of the Canada Winter Games program.

3.2. The CWG Steering Committee

To provide support the the Team Staff and Ringette BC office staff, a CWG Steering Committee will be formed. The purpose of the Stering Committee will be to provide insight, suggestions and support throughout the program. The CWG Steering Committee will report to Ringette BC staff and the *Excellence Ringette* Program Coordinator.

The CWG Steering Committee will consist of:

- An individual with CWG program and team logistics experience;
- An indivuidal with a financial background; and
- An individual with experience at the Canada Winter Games; either as an athlete or coach

4. COACHING AND TEAM STAFF

Team Staff will be selected for the CWG program through an application process and Coaches selected for this program will be expected to coach in the [Excellence Ringette Program](#) during the 2021/2022 and the 2022/2023 seasons.

All coaches will report to the *Excellence Ringette* Program Coordinator for the duration of the CWG program and will work with Ringette BC staff and the CWG Steering Committee to ensure a quality program is delivered.

4.1. Team Staff Selection

The application process for the Head Coach and Assistant Coaches will take place separately. Ringette BC will first select a Head Coach, who will then play an active part in the application, interview and selection process of Assistant Coaches and any other additional team staff.

4.1.1. Head Coach Selection

Head Coach applications will be accepted on March 1, 2021, and will be accepted until March 20, 2021 at 11:59PM. As part of their application package, candidates must submit a resume, cover letter, Canada Winter Games Program Plan and Periodized Training Plan, and three (3) letters of reference as outlined in the application.

Head Coach applicants will be interviewed by a committee consisting of a Ringette BC Board Member, Ringette BC Staff Member, Coach Developer, High Performance Sport Specialist and an Independent member appointed by consensus of the Interview Committee.

4.1.2. Assistant Coach Selection

Assistant Coach applications will be accepted during from April 20, 2021 to May 15, 2021 at 11:59PM. Candidates must submit a resume, cover letter, and three (3) letters of reference specified in the application posting.

Assistant Coach applicants will be interviewed by a committee consisting of a Ringette BC Staff Member, Canada Winter Games Head Coach, Coach Developer and High Performance Sport Specialist.

4.2. Coach Certification

All CWG Team staff will be Competition Development Certified in Ringette by July 31, 2022. This includes attending the Competition Development Course (if needed) in July 2021 and completing the Competition Development Portfolio and Evaluation.

In addition, all CWG team staff must have completed the following courses:

- Making Headway in Sport;
- Respect in Sport for Activity Leaders; and
- Coach's Association of Canada Safe Sport Training.

All selected team staff must sign a volunteer agreement, complete a criminal record check, a reference check and show a valid Driver's License.

4.3. Other Team Staff

The CWG team may require additional Team Staff such as a manager or trainer. These individuals must meet the requirements in the Ringette Technical Package for the 2023 Canada Winter Games. Any additional team staff will be required to complete safe sport training, a criminal record check and a reference check.

The Head Coach will work with the Program Coordinator and Ringette BC office staff to identify and confirm any additional team staff.

As part of the *Excellence Ringette* Program, the Canada Winter Games team will have access to resources and IST support for the duration of the program.

5. Appendix

5.1. Appendix 1 – Expectations

5.1.1. Team Staff Expectations

- Meet all certification requirements by the July 31, 2022 deadline;
- Ensure that the athletes are representing our province, our sport and themselves in a professional and sportsmanlike manner;
- Dress in business casual attire at all team events;
- Ensure that all members of the Canada Winter Games program including athletes, parents, volunteers and spectators are adhering to the Ringette BC Codes of Conduct;
- Follow up with any athletes not meeting performance criteria;
- Follow and adhere to the Canada Winter Games 2023 Guidelines;
- Implement the Canada Winter Games Program Plan;
- Plan and attend all selection and training camps, pre-games tournaments and other team related events and activities;
- Serve as a positive role model; and
- Uphold the Ringette BC Values and Coach Code of Conduct.

5.1.2. Athlete Expectations

- Act in a professional and upholds the True Sport Principles;
- Serve as a positive role model;
- Uphold the Ringette BC values and Athlete Code of Conduct
- Register with the Canadian Sport Institute;
- Participate in fitness testing with a goal of maintaining or improving individual results;
- Will participate in the *Excellence Ringette* Program during the 2022/2023 season
- Attend all team events, training camps and tournaments;
- Arrive to all team functions in smart casual attire as outlined by the Team Staff;
- Participate in and commit to the team training program as outlined by the Team Staff; and
- Prioritize events and training for the CWG program, upon selection to CWG Team BC.

5.2. Appendix 2 – Program Responsibilities

General areas responsibilities are outlined in the table below:

| Area | Ringette BC | Team BC Mission Staff | CWG Steering Committee | Head Coach | Assistant Coaches | Team Manager |
|---|-------------|-----------------------|------------------------|------------|-------------------|--------------|
| CWG Event Specific Details (travel, apparel etc.) | | X | | | | |
| Program Guidelines | X | | | | | |
| Program Calendar & Expectations | X | | X | X | | |
| Head Coach Selection | X | | | | | |
| Team Staff Selection | X | | | X | | |
| Team Staff Approval | X | | | | | |
| Program Registration | X | | | | | X |
| Player Evaluations/Team Formation | X | | | X | X | |
| Financial Management/Team Budget | X | | | X | | X |
| Pre-Tournament Registration | X | | | X | | X |
| Training Camps (bookings & logistics) | X | | X | X | X | X |
| Discipline (Staff/ Players/Parents) | X | | | X | X | |
| Referee Development | X | | | | | |
| Coach Development | X | | | | | |

5.3. Appendix 3 – Coach Technical Requirements

The 2023 Canada Winter Games [Technical Package for Ringette](#) requires that ALL Coaches are Competition Development Certified no later than 180 days from the start of the 2023 Canada Winter Games.

To ensure that all Team BC Ringette Coaches are certified by the deadline, all Coaches must be Competition Development Certified by July 31, 2022. Any Coaches that fail to meet this deadline will be removed from CWG Team BC Team Staff by Ringette BC.

Competition Development Certification Requirements

- Required Multi-sport courses
 - Developing Athletic Abilities
 - Coaching and Leading Effectively
 - Prevention and Recovery
 - Manage a Sport Program
 - Performance Planning
 - Managing Conflict
 - Leading a Drug Free Sport
 - Psychology of Performance
- Ringette-specific Competition Development Course
- Successful completion of the Competition Development Portfolio and Evaluation

For more information on the Competition Development Coach Pathway, see coachingringette.ca

Additional coaching requirements:

- Concussion training – *Making Headway in Sport*
- Respect in Sport for Activity Leaders
- Coaching Association of Canada Safe Sport Training

Successful coach candidates will be required to:

- Complete a Criminal Record Check;
- Show a Valid Drivers License; and
- Sign a written agreement that outlines expectations and responsibilities.

All coaches must have current professional development points in their Coach Association of Canada Locker. Any Coach who fails to maintain “active” status will be removed from the Team Staff.

5.4. Appendix 4 – Athlete Eligibility

Athletes who wish to try out for the 2023 CWG Program must be:

- Born on or after January 1, 2003;
- Be under the age of 20, as of December 31, 2022;
- Female;
- Resident of BC;
- In good standing with Ringette BC and their local Club Association; and
- Be registered with Ringette BC.

Any athlete who is not a part of the Excellence Ringette Program during the 2021/2022 season, but wishes to be considered for the Canada Winter Games program, must complete an Expression of Interest form by January 1, 2022..

Athletes selected to CWG Team BC must:

- sign a written agreement that outlines expectations and responsibilities;
- participate in the *Excellence Ringette* Program during the 2022/2023 season; and
- maintain *Excellence Ringette* Program and Canada Winter Games Program standards.

Parents/Guardians of athletes who are selected to CWG Team BC must:

- sign a written agreement that outlines expectations and responsibilities.

5.5. Appendix 5 – Tentative Program Calendar for 2021/2022

| 2021 | | | | | | | | | | | |
|-----------------------------|------------------|--------------------------------|-------------------------------|------------------------------|--|--------------------------------|--------|-----------|---------|----------|----------|
| January | February | March | April | May | June | July | August | September | October | November | December |
| Tentative Plan & Guidelines | HC Posting Opens | HC Postings close (March 10th) | HC Appointed (April 1st) | | ACs Appointed (June 1) | CWG Optional Regional ID camps | | | | | |
| | | HC Interviews | Program Planning | AC Posting Closes (May 15th) | Athlete Orientations | Athlete Scouting | | | | | |
| | | | AC Posting Opens (April 30th) | | | | | | | | |
| 2022 | | | | | | | | | | | |
| January | February | March | April | May | June | July | August | September | October | November | December |
| Selection Camps (2-3) | | | | | Training Camps & Pre-Games Tournaments | | | | | | |
| Athlete Scouting | | | | | CWG Team BC Named | | | | | | |

**this calendar is subject to change*

5.6. Appendix 6 – Resources and Links

- [2023 Canada Winter Games Technical Package for Ringette](#)
- [Ringette BC Excellence Ringette Program](#)
- [Ringette BC Excellence Ringette Program Guidelines](#)
- Coaching Association of Canada – [The Locker](#)
- ViaSport BC – [Coach Education](#)
- [Ringette Canada Coaching Ringette Database](#)
- [Ringette Competition Development](#)
- [Ringette BC CWG Coach Applications and Information](#)
- [Respect in Sport Courses](#)
- Ringette Canada [Competition Review](#)
- Ringette BC [Coach Code of Conduct](#)
- [Ringette Athlete Development Matrix](#)