



Policy	CGHA-009
Effective Date	August 19, 2022
Board Approval	August 19, 2022
Updated	February 12, 2024
Review	Annually

## **Competitive Tryout Policy**

### **1. Objective**

- 1.1. The objective is to provide players a fair opportunity to be evaluated through a standardized process that demonstrates transparency, fairness, and consistency.
- 1.2. The Clarington Girls Hockey Association (CGHA) encourages players to compete at the appropriate level to maximize their development as players and individuals. Meeting this goal will allow the association and its members to ice competitive teams at all levels of play.

### **2. Eligibility**

- 2.1. The tryout passport fee will be set annually by the CGHA Board of Directors. The mandatory tryout fee is to be paid in full to the CGHA before the beginning of the first tryout when registering/purchasing the passport.
- 2.2. Tryouts are open to all registered CGHA Residents and approved Non-Resident Players (NRPs).
- 2.3. Player residency and import eligibility rules will apply.
- 2.4. Proof of residency is required before the first tryout, please see the Residency Policy.
- 2.5. A Permission to Tryout (PTT) is required before the first tryout if the player is coming from another centre.
- 2.6. Head coaches should be aware of the OWHHA (Ontario Women's Hockey Association) [Tampering Policy](#).

### **3. Before Tryouts Begin**

- 3.1. The CGHA will follow the OWHHA guidelines for tryouts.
  - 3.1.1. There will be a registration deadline for tryouts. It is encouraged to register early, regardless of the level your player wishes to attend, as this assists us in determining the number of teams
  - 3.1.2. Tryout passports can be purchased after the deadline by emailing the Registrar and providing a PTT.
  - 3.1.3. The tryout schedule will be posted on the CGHA website and social media.
  - 3.1.4. Players are required to register for tryouts through RAMP.
  - 3.1.5. After registering with RAMP, players will be assigned a unique tryout number that they will use throughout the process.
  - 3.1.6. Tryouts will be held sequentially.

### **4. Player Evaluation and Selection**

- 4.1. The CGHA will hold tryouts to enable head coaches to assess and choose players in conjunction with both independent evaluators appointed by the Board and independent evaluators chosen by the coaches. The board will accept the final team selection once the procedure and team selection have been approved by the independent evaluator and convener, attesting to the fact that the selection process was carried out in a structured, ethical manner.
- 4.2. Players must attend all tryout sessions to be considered for a team. Absences due to uncontrollable circumstances, such as illness or injury, may be permitted at the discretion of the majority vote of the Board of Directors. Requests for such absences must be made solely by the VP of Rep or equivalent.
- 4.3. No player will be rostered to a team unless they have registered for tryouts, attended all sessions, and expressed their desire to play for that team during selection. In other words, only players who participated in tryouts will be considered for rostering; those who didn't try out will not be eligible.
- 4.4. Coaches must roster a team, 15 players and two goalies. Any exceptions to this must be approved in advance by the Board of Directors

## 5. Objectives of Player Evaluations

- 5.1. To provide players a reasonable opportunity of being selected to a team appropriate to their skill level as determined during evaluations.
- 5.2. To provide consistency in the evaluation process so that player and parent expectations are consistent as players progress through the association's program levels from year to year.
- 5.3. To form teams to maintain balanced and competitive play in which athletes can develop and participate equitably while having fun during the season.
- 5.4. To provide meaningful feedback to enable player development.

## 6. OWA Team Recategorization

- 6.1. The CGHA Board of Directors, in collaboration with the coach, will decide the division that the team will participate in. The decision will be based on player skill level, evaluations and exhibition games completed during tryouts and until the end of September. In the event the two disagree, the Board of Directors shall decide. Example: Tier 1 teams may not play at AA due to their overall skill level and ability. If the Board of Directors determines there will be more development and success at a lower level ie: A, there will be a recategorization consideration aligning with OWA deadlines and process.

## 7. Communication

- 7.1. Communication with parents and players is a priority throughout the tryout process, and should include:
  - 7.1.1. **Initial CGHA Contact (CONVENER)**– An introductory email that confirms registrations, outlines the general tryout process, and describes what families should expect is sent to all registered players in an age group (template will be provided by the Board of Directors).
  - 7.1.2. **Initial Coach Contact** – An email or meeting from the head coach before the start of their team's tryouts, sharing the tryout schedule and structure, the coach's expectations, and how the coach will communicate throughout the process will all be covered.

## 8. Conflict of Interest

- 8.1. Efforts should be made to ensure that players are evaluated and selected fairly and objectively.

*This includes:*

- Make certain that players are not organized based on previous year's levels or teams.
- Ensuring that no conflicts of interest exist among those involved in player evaluation and selection. Please refer to the CGHA Conflict of Interest Policy.
- Ensuring that no parents from the age group, including the Board of Directors or other volunteers, participate in the tryout process.
- Working to eliminate the appearance of a conflict of interest on the part of anyone involved in player evaluation and selection. This includes sign-in personnel, on-ice personnel, evaluators, and so on.

## **9. Tryout Convener**

- 9.1. A CGHA Board Director will be assigned to oversee the entire tryout process for that age division to ensure a fair and structured process. In the event of a conflict of interest, the CGHA will replace the volunteer with another Board appointed volunteer.

### **9.2. Scope of Role**

- 9.2.1. Appear impartial, which means being aware of conversations with families and players, as well as the appearance of such.
- 9.2.2. Communicate with registered families via email before tryouts and serve as a resource throughout the process.
- 9.2.3. Supervise and ensure a smooth registration process at the sign-in table, assigning and handing out jerseys, helmet stickers, if needed.
- 9.2.4. Assign evaluators, with at least one (1) meeting the criteria outlined in the 'Independent Evaluators' description below.
- 9.2.5. Connect with evaluators and head coaches throughout the process.
- 9.2.6. Approve the final team selection in collaboration with the head coach before offers are made to players.
- 9.2.7. As teams are formed, submit a written endorsement of each team and affirmation of a fair and transparent process to the CGHA Board of Directors.

## **10. Independent Evaluators**

- 10.1. Each team will be assigned a minimum of one (1) independent and impartial evaluator by the CGHA Board of Directors. That evaluator must attest to having no Conflict of Interest in the age group of players which they are evaluating.
- 10.1.1. The evaluator must be presented and approved by the CGHA Board of Directors in advance of tryouts.
  - 10.1.2. Additional evaluators, to be presented and approved in the same manner, may be provided by the head coach and/or CGHA to support the player selection process.
  - 10.1.3. Non-parent assistant coaches who do not have a conflict of interest with any of the players in the tryout process may work alongside the head coach during the tryout process.
  - 10.1.4. The head coach makes the ultimate decision when selecting their team, allowing them the freedom to select from among the top 20 ranked players (imports in the top third).
  - 10.1.5. The independent evaluator and convener are not there to argue minor differences (again, the head coach makes the final decision); they are there to confirm that the tryout process was conducted ethically and without obvious contradictions. *An impartial or independent evaluator is defined as an individual (non-parent and not*

*related to a player in the tryout process) who has adequate hockey knowledge, experience, and expertise as approved by the Board.*

## **11. On-ice Instructors During Tryouts**

- 11.1. During tryouts, on-ice instructors must be at least 16 yrs. of age and /or two years older than the group of players on the ice
- 11.2. Properly fastened helmets, neck guards and gloves are mandatory for youth under 18 years.

## **12. Offers of Position**

- 12.1. Players will be offered positions on the team via Offer of Commitment.
- 12.2. A CGHA player that is offered a position on a CGHA Representative Team is required to sign a CGHA Offer of Commitment within 24 hours to accept the offer.
- 12.3. If the Offer of Commitment is not signed, or declined the head coach, at their discretion, may release the player from the team and offer the position to another player previously released.

## **13. Releases**

- 13.1. All player releases from each team will be managed through the CGHA website's team page, via the number assigned to them from RAMP.
  - 13.1.1. The sign-in table will also have a copy of your players' unique number.
  - 13.1.2. Families will be given instructions on how to access the tryout list for each team online.
  - 13.1.3. After tryouts, head coaches should make themselves available to players to discuss areas of opportunity and any other information on why they were not selected. Please observe 24 hours before reaching out to a coach for feedback.

## **14. Selection of Bench Staff**

- 14.1. The head coach shall select their bench staff (assistant coaches, trainer, and manager) for approval from the Board of Directors via the VP of Rep only after the final roster has been determined.

## **15. Code of Conduct**

- 15.1. During the tryout process, all players, parents, and coaches are expected to adhere to the OWSHA Code of Conduct, and Municipality of Clarington expectations.
- 15.2. Any behaviour contrary to the code or expectation will result in immediate expulsion from the tryout process.

## **16. Permission to Tryout (PTT)**

- 16.1. If the CGHA is **not** your home centre, you will require a Permission to Tryout (PTT) form to attend tryouts. You will need to contact your **Home Association** to receive the PTT form.
- 16.2. You need to register and pay for CGHA tryouts on RAMP.
- 16.3. You need to email your PTT form to [registrar@claringtonflames.ca](mailto:registrar@claringtonflames.ca) before your first tryout.
- 16.4. Failure to register, make payment, or provide a valid Permission to Skate Form (if necessary) could prevent you from being able to participate in tryouts.

## **17. Permission to Tryout Information for Current CGHA Players**

- 17.1. You need to complete a CGHA PTT online request form, we require at least 48 hours' notice to process PTT requests.
- 17.2. You must submit one request for each PTT you need (e.g., each center, dates of tryouts, and level you are wishing to try out at).
- 17.3. No PTT will be issued until tryouts commence in April as directed by OWHA.

### 18. Import or Non-Resident Players

- 18.1. As a guide, the import should rank high in skill on the team.

The number of such players that will be allowed on the team is as follows:

Age Division	Tier One Team	Tier Two Team	Tier Three Team
U9 (formerly Novice)	3	1	0
U11 (formerly Atom)	3	1	0
U13 (formerly Peewee)	4	2	1
U15 (formerly Bantam)	8	2	1
U18 (formerly Midget)	6	3	1
U22 (formerly Intermediate)	No limit, however, priority selection is given to non-import players		
Senior	No limit, however, priority selection is given to non-import players		

### 19. Import Goalies

- 19.1. Non-resident/import goalies will be treated as non-residents and will count towards the total number specified above.

**CLARIFICATIONS AND EXCEPTIONS:**

The goal of allowing a limited number of import players is to recognize player loyalty within the CGHA, as well as to support a feeder system in order to maintain the association's growth and ensure that Clarington players will be able to play hockey in their community at the highest level possible to suit their aspirations and skill level.

More than the above-mentioned number of import players may be allowed if representative players are required to fill out team roster numbers (only due to the volume and viability of a team) as determined by a majority vote of the appointed CGHA Board of Directors. Before being presented to the CGHA Board, these requests should be minimized as much as possible and agreed upon by the entire independent evaluation team and convener.

***In instances of ambiguity or conflict in interpretation, the Resident Policy shall take precedence.***

**SAMPLE IMPORT SITUATIONS:**

I played for the CGHA last season only and live in Clarington.	NOT AN IMPORT
I played for the CGHA last season (only) and live elsewhere.	IMPORT
I played House League/Fundamentals for the CGHA and never played elsewhere.	NOT AN IMPORT
I live in an area serviced by another OWHHA association.	IMPORT
I live in Clarington and have never played hockey before.	NOT AN IMPORT
I live in Orono /Newcastle/ Newtonville / Kendal / rural area around Clarington and have never played hockey before.	NOT AN IMPORT
I live somewhere where there is <u>no</u> closer OWHHA association and have <u>never</u> played hockey before.	NOT AN IMPORT

I live somewhere where there is <u>no</u> OWHHA association and I played <u>girls'</u> hockey somewhere else last year.	IMPORT
I live somewhere where there is <u>no</u> closer OWHHA association and I played <u>boys'</u> hockey somewhere else last year.	NOT AN IMPORT

## 20. Player Movement

- 20.1. Players cannot participate in higher-level teams unless granted exceptional status by a majority vote of the Board of Directors.

### Revisions to this Policy

Previous	Update	Date
<ul style="list-style-type: none"> <li>There will be a deadline for tryout registration before the first-tier begins, so please register early regardless of which level your player wishes to attend.</li> </ul>	<ul style="list-style-type: none"> <li>There will be a registration deadline for tryouts. It is encouraged to register early, regardless of the level your player wishes to attend, as this assists us in determining the number of teams</li> </ul>	February 2024
<ul style="list-style-type: none"> <li>In U9 and U11, the CGHA will follow Hockey Canada's Player Pathways</li> </ul>	<ul style="list-style-type: none"> <li>removed, as this is mandated</li> </ul>	February 2024
<ul style="list-style-type: none"> <li>The CGHA should hold tryouts to enable head coaches to assess and choose players in conjunction with both independent evaluators appointed by the Board and independent evaluators chosen by the coaches. The board will accept the final team selection once the procedure and team selection have been approved by the independent evaluator and convener, attesting to the fact that the selection process was carried out in a structured, ethical manner.</li> </ul>	<ul style="list-style-type: none"> <li>The CGHA will hold tryouts to enable head coaches to assess and choose players in conjunction with both independent evaluators appointed by the Board and independent evaluators chosen by the coaches. The board will accept the final team selection once the procedure and team selection have been approved by the independent evaluator and convener, attesting to the fact that the selection process was carried out in a structured, ethical manner.</li> </ul>	February 2024
<ul style="list-style-type: none"> <li>Players must attend all tryout sessions to be considered for a team. Absences for extenuating circumstances (such as illness or injury) may be permitted at the discretion of the head coach and convener. The head coach should work with the Convener of their tryout directly as a first step.</li> </ul>	<ul style="list-style-type: none"> <li>Players must attend all tryout sessions to be considered for a team. Absences due to uncontrollable circumstances, such as illness or injury, may be permitted at the discretion of the majority vote of the Board of Directors. Requests for such absences must be made solely by the VP of Rep or equivalent.</li> </ul>	February 2024

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<ul style="list-style-type: none"> <li>No player shall be rostered to a team unless they registered for tryouts and expressed their intentions to play during team selection.</li> </ul>	<ul style="list-style-type: none"> <li>No player will be rostered to a team unless they have registered for tryouts, attended all sessions, and expressed their desire to play for that team during selection. In other words, only players who participated in tryouts will be considered for rostering; those who didn't try out will not be eligible.</li> <li></li> </ul>	February 2024
<ul style="list-style-type: none"> <li>To be considered for a rep team, all players must attend the tryout for the tier above where they played the previous season, within their appropriate age category.</li> </ul>	<ul style="list-style-type: none"> <li>remove</li> </ul>	February 2024
<ul style="list-style-type: none"> <li>Any head coach who has been assigned a team and has a child in the same age group is exempt from attending the tier above, but their player must attend and register for their team tryouts, coaches should work with the registrar to arrange this.</li> </ul>	<ul style="list-style-type: none"> <li>remove</li> </ul>	February 2024
<ul style="list-style-type: none"> <li>Properly fastened helmets and gloves are mandatory.</li> </ul>	<ul style="list-style-type: none"> <li>Properly fastened helmets, neck guards and gloves are mandatory.</li> </ul>	February 2024
<ul style="list-style-type: none"> <li>Permission to Skate</li> </ul>	<ul style="list-style-type: none"> <li>Changed to "Permission to Tryout"</li> </ul>	February 2024
<ul style="list-style-type: none"> <li>The Board of Directors/Convener will organize a committee of at least two neutral observers to evaluate and rank import talent.</li> </ul>	<ul style="list-style-type: none"> <li>The Board of Directors will organize a committee of at least two neutral observers to evaluate and rank import talent.</li> </ul>	February 2024
<ul style="list-style-type: none"> <li>Player movement to an upper age level for Rep will not be considered unless initiated by the CGHA Board of Directors to ensure the viability of the upper-level Rep team.</li> <li>The definition of 'viable' is that in the estimation of the Board of Directors, without the extra player, the upper-level team cannot reasonably be run.</li> <li>Player movement from FUNDamentals to Under-9 (formerly Novice) may be considered, if and only if the Under-9 level has room to accept additional players, and the FUNDamentals player has already had two years of</li> </ul>	<ul style="list-style-type: none"> <li>Players cannot participate in higher-level teams unless granted exceptional status by a majority vote of the Board of Directors.</li> </ul>	February 2024

<p>experience in the CGHA or other (boys hockey or other associations) FUNdamentals hockey program.</p> <ul style="list-style-type: none"> <li>• FUNdamentals players moving up to Under-9 are eligible for local league teams only unless no local league team exists at the Under-9 level.</li> <li>• Parents of FUNdamental age players may submit a request in writing to the Registrar by the last day of registration to have their player moved up to U9.</li> <li>• The CGHA will not commit to this move until team rosters have been set where final numbers at both U9 and FUNdamentals can be assessed.</li> <li>• If there is room available at the U9 level, the coaches of the U9 team, and Player Development Director for House League will evaluate the player to see if that player can play at that level. If it is deemed there is space and the player is at the appropriate development, the player will be moved up. If it is deemed that the player is not at the appropriate development, they will be kept at the current level. The movement must be approved by the CGHA Board of Directors.</li> <li>• Player movement to an upper age level may be initiated by the CGHA Board of Directors, to make teams at either level viable.</li> <li>• For any player movement, the CGHA will consider: <ul style="list-style-type: none"> <li>• The impact on other individual CGHA players at both levels</li> <li>• The impact on both upper and lower-level teams involved</li> <li>• The impact on both age divisions as a whole</li> </ul> </li> <li>• If the player is a goalkeeper, special consideration must be given to how the move will affect individual players and teams.</li> <li>• Movement by any player is the exception, not the rule.</li> <li>• A player will never be moved up more than one age division; and</li> <li>• Any player move must be approved by both the player and her parent/guardian.</li> <li>• Any player movement must be ratified by a vote of the Board of Directors. This vote can take place via email if there are time constraints.</li> </ul>		
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<ul style="list-style-type: none"><li>• This is intended to serve as a guideline to help the CGHA make decisions for player movement. The CGHA reserves the right to use its collective discretion, and each situation will be considered on its merit.</li></ul> "		
<ul style="list-style-type: none"><li>• Import number increased for U15 AA from 4 to 8 for the 2024-2024 season only</li></ul>		February 2024