

THE WINDSOR ESSEX COUNTY
SECONDARY SCHOOLS' ATHLETIC ASSOCIATION

Constitution, Rules, Playing Regulations and By-Laws

Updated September 2009

W.E.C.S.S.A.A. CONSTITUTION

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**WINDSOR ESSEX COUNTY SECONDARY SCHOOLS'
ATHLETIC ASSOCIATION**

CONSTITUTION

**THE WINDSOR ESSEX COUNTY SECONDARY
SCHOOLS' ATHLETIC ASSOCIATION
CONSTITUTION**

ARTICLE I – **NAME**

- 1.01 This association shall be known as the Windsor Essex County Secondary Schools' Athletic Association, hereinafter called **W.E.C.S.S.A.A.**
- 1.02 W.E.C.S.S.A.A. is recognized by the Greater Essex County District School Board, Windsor-Essex Catholic District School Board, Conseil scolaire de district des écoles catholiques du sud-ouest, and the Board of the United Mennonite Education Institute, as the organization responsible for the supervision of secondary school extra-curricular interschool athletic activities.
- 1.03 Hereafter the District School Boards indicated in Section 1.02 shall be referred to as "**The School Boards.**"
- 1.04 Hereafter, any reference to "**coach**" shall refer to "**coach/teacher supervisor.**"

ARTICLE II – **PURPOSE**

- 2.01 The Windsor Essex County Secondary School Athletic Association is a collection of educational institutions from diverse communities, backgrounds and religions, administering athletic competitions amongst its members. It will be the policy of W.E.C.S.S.A.A. to encourage communication and harmony between its members and to use athletics as a medium to promote fitness, enjoyment and EDUCATION. The EDUCATIONAL focus of the interschool extracurricular sports program recognizes that TEACHER/coaches are an integral part of the program in order to fulfill this goal.

The Windsor Essex County Secondary School Athletic Association must base its competitions on the principles of fair play, fairness, integrity and respect. Consistently applied by everyone involved in W.E.C.S.S.A.A. sport programs, these principles provide an ethical framework for competition. These principles allow its participants to get the most out of the game and to gain the greatest EDUCATIONAL value by focusing on achievement rather than winning and conquering an opponent. Competition and winning are but offshoots of athletics and must not be misconstrued as the primary focus of the game.

The Windsor Essex County Secondary School Athletic Association will support and abide by the guidelines outlined in the O.S.B.I.E. Safety Guidelines for Interschool Sports Competition and support and follow the policies described in the "Safe Schools Act."

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W.E.C.S.S.A.A. recognizes that the use of steroids and other illegal performance enhancing supplements, according to the Canadian Centre for Ethics in Sport (CCES), presents a serious health and safety hazard and therefore are strictly forbidden.”

The purpose of W.E.C.S.S.A.A. is to:

1. Provide EDUCATION through athletics.
2. Provide a friendly relationship between member schools.
3. Promote a love of amateur sport and respect for fellow competitors, coaches, officials and spectators.
4. Continue the evolution of the W.E.C.S.S.A.A. Constitution.
5. Encourage each member sport body to support game officials and their decisions.
6. Strive to ensure safe and suitable playing facilities.
7. Promote fairness of play by governing the number of competitions within a season, establish seasons of play, enforce transfer eligibility and eliminate recruiting of athletes.
8. Be cognizant of the financial and personnel limitations of the member schools.
9. Educate student athletes, coaches, spectators, convenors and administrators to follow and respect the W.E.C.S.S.A.A. Codes of Conduct (By-Laws Section I, II, III, IV).

ARTICLE III – **BOARD RESPONSIBILITIES**

- 3.01 All liabilities for damages, costs, legal fees, etc., resulting from any claim in a W.E.C.S.S.A.A. activity under this Section, shall be borne by the School Boards whose student or employee is found to be liable for such damages. To be reviewed by O.S.B.I.E.
- 3.02 Each School Board will be responsible for payment of its share of costs involved in operating W.E.C.S.S.A.A.

W.E.C.S.S.A.A. CONSTITUTION/BY-LAWS

ARTICLE IV – **MEMBERSHIP**

4.01 The W.E.C.S.S.A.A. shall consist of the following member schools:

Academie Ste. Cecile International
Assumption College School

Belle River District High School
Brennan High School
Cardinal Carter Secondary School
Catholic Central High School
Century Secondary School
Essex District High School
Forster Secondary School
General Amherst High School
Harrow District High School
Herman Secondary School
Holy Names High School
Kennedy Secondary School
Kingsville District High School
Leamington District Secondary School
L'Ecole Secondaire E. J. Lajeunesse
L'Ecole Secondaire l'Essor
Maranatha Christian Academy
Massey Secondary School
Riverside Secondary School
St. Anne's High School
St. Joseph's High school
St. Thomas of Villanova Secondary School
Sandwich Secondary School
United Mennonite Educational Institute
Walkerville Secondary School
Western Secondary School

4.02 Other secondary schools that desire admission shall submit a letter of application to the Secretary-Treasurer by **May 1** of the year preceding the year of admission.

ARTICLE V – **CLASSIFICATION OF SCHOOLS**

The classification of schools ("AAAA", "AAA", "AA", "A") shall correspond to the current O.F.S.A.A. policies. (See By-Law Section #5 of the O.F.S.A.A. Constitution).

Member schools MUST declare their intention to enter leagues according to the following:

| | |
|-------------|---|
| Fall Season | Friday of the first week of school Junior & Senior Football—May 30 |
|-------------|---|

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| | |
|---------------|--|
| Winter Season | November 15 or the Monday following if the 15th falls on a weekend. Boys' & Girls' Hockey declaration date—October 15 |
| Spring Season | Monday preceding March Break |

Once the league declaration is made, schools MUST remain in that league for the entire season. When a member school declares to a higher classification, as per the requirements in the S.W.O.S.S.A.A. Constitution, a copy of the declaration letter shall be sent to the W.E.C.S.S.A.A. Secretary/Treasurer.

ARTICLE VI – **GOVERNANCE**

6.01 **The Executive and Elections/Appointments**

6.01.1 The Executive of the W.E.C.S.S.A.A. shall consist of 12 – 14 members as follows:

1. President of W.E.C.S.S.A.A. – appointed as per 6.01.2 (b)
2. Vice-President of W.E.C.S.S.A.A. – appointed as per 6.01.2
3. Secretary-Treasurer of W.E.C.S.S.A.A. – ex-officio
4. Past President – ex-officio
5. One Superintendent appointed by the G.E.C.D.S.B.
6. One Superintendent appointed by the W.E.C.D.S.B.
7. One Secondary School Principal/Vice-Principal appointed by the G.E.C.D.S.B. Principals' Association
8. One Secondary School Principal/Vice-Principal appointed by the W.E.C.D.S.B. Principals' Association
9. One representative appointed by the Principals of l'Ecole Secondaire E. J. Lajeunesse and l'Ecole Secondaire l'Essor (CSDECSO)
10. Two G.E.C.D.S.B. Representatives elected by the public school representatives to the Legislative Council
11. Two W.E.C.D.S.B. Representatives elected by the separate school representatives to the Legislative Council
12. Two additional Representatives appointed at the discretion of the Executive

6.01.2 **Elections/Appointments**

- a. The term of office for the President, Vice-President and Past President is one year.
- b. The President and Vice-President positions shall be filled by Principal/Vice-Principal representatives from different District Boards as listed in Article 1.01. These positions shall be appointed by the Greater Essex County District School Board and Windsor-Essex Catholic District School Board Principals' Associations.

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- 6.01.3 Other members of the Executive of the Association shall be elected or appointed for a two year term. Elections will take place at the same time and place as the Annual Meeting.
- 6.01.4 The newly elected officers shall take office at the conclusion of the Annual Meeting following their election.
- 6.02 The Executive shall arrange to fill any vacancy occurring during the tenure of office of any member of the Executive.
- 6.03 The Executive shall meet before each regular session of the Legislative Council of W.E.C.S.S.A.A. and at any other time as directed by the President. A quorum of any meeting of the Executive or any other committee shall consist of a majority of its members.
- 6.04.1 The Secretary-Treasurer shall be a term appointment conditional upon satisfactory performance as determined by three other members of the Executive. The term shall be a minimum of three with a maximum of five years.
- 6.04.2 When the term of Secretary-Treasurer is over, the Executive shall call for written applications, interview applicants and make the appointment.
- 6.04.3 The Secretary-Treasurer shall receive up to full-time release from regular school duties.
- 6.04.4 Communication with Executive members shall occur only at their work location.
- 6.05 **S.W.O.S.S.A.A. Directors**
Six directors shall represent W.E.C.S.S.A.A. at the S.W.O.S.S.A.A. level. Directors are elected for a period of three years with one to be retired and replaced each spring at the annual meeting. One Board of Director position shall be held by the Secretary/Treasurer.
- 6.06 **Legislative Council**
- 6.06.1 The Legislative Council, hereinafter referred to as the **Council**, shall be the decision-making body of this Association. The Council shall determine the policies and establish principles for conducting the affairs of W.E.C.S.S.A.A. Between meetings, this power shall be vested in the Executive.
- 6.06.2 The Council shall be constituted as follows: two (2) voting representatives from each member school of W.E.C.S.S.A.A. These representatives are to be **designated by the principal** and **must be on staff of their respective school**.

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ARTICLE VII – **DUTIES OF THE EXECUTIVE**

- 7.01 The management of W.E.C.S.S.A.A. shall be the responsibility of the W.E.C.S.S.A.A. Executive, subject to the approval of the respective School Boards.
- 7.02 The Duties of the Executive are to:
- a. Rule on the interpretation of rules and regulations of the Constitution and its By-Laws (playing regulations).
 - b. Rule on protests and appeals. An Executive Committee composed of the President or Vice-President plus at least four other members shall rule on protests and appeals.
 - c. Rule on requests for postponement or changes in dates, and/or times of any league or playoff game when one party does not agree through the mutual consent method (between principals). (By-Laws Sect. 10.02).
 - d. Execute decisions of the Council (Article 6.06) on all financial matters. The Executive shall exercise full control over all funds and matters pertaining to the management and policies of the Association and all decisions shall be binding on the Association.
 - e. To call Council Meetings in each of the sport seasons: fall, winter and spring (May—Annual Meeting).
 - f. To notify all member schools (Physical Education Department Heads, Principals and Convenors) of the date of Council Meetings at least 30 days prior to such meetings.
 - g. To instruct the convenors of their duties.
 - h. To coordinate W.E.C.S.S.A.A. activity costs in co-operation with the member School Boards and activity convenors.

ARTICLE VIII – **DUTIES OF OFFICERS**

8.01 **Secretary-Treasurer**

- 8.01.1 The Duties of the Secretary-Treasurer are to include:
- a. Maintaining orderly accounts, conducting the Association's correspondence and keeping whatever minutes and files are necessary.
 - b. Compiling records of the W.E.C.S.S.A.A. events.

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- c. The ordering, handling and disbursement of all awards. A register shall be made and kept by the secretary showing trophies and awards won by the various schools of the Association.
- d. Contact officials for the respective W.E.C.S.S.A.A. activities and negotiate a fee for the season.
- e. The handling, collection and disbursement of all W.E.C.S.S.A.A. funds. (See By-Laws Sect. XVII).
- f. Prepare and circulate before each Council and Executive Meeting an agenda of the items to be discussed at that meeting.
- g. Prepare and circulate within two weeks after Council Meetings a copy of the minutes of that meeting (at least two copies to each school and one to the Board Offices and Parent Councils for the School Boards).
- h. Prepare a financial statement for the Annual Meeting.
- i. Consult with the Liaison Supervisory Officers to administer School Board designated funds for W.E.C.S.S.A.A. activities.
- j. Act as a general liaison officer among the School Boards, principals, coaches, and convenors whenever necessity demands.
- k. Compile eligibility lists submitted from the member schools.

8.02 **Duties of the President**

8.02.1 The duties of the President are to:

- a. Act as spokesperson for the Association. The President shall be the only person to speak for the whole Association.
- b. Conduct the day-to-day affairs of the Association and convene meetings mandated by the Constitution.
- c. Maintain communication among the Association, School Boards and member schools.
- d. Oversee the activities of the secretary-treasurer.

8.03 **Duties of the Vice-President**

8.03.1 In the absence of the President the Vice-President shall:

- a. Perform the duties of the President.
- b. Fulfill those duties as required by the President.

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8.04 **Duties of the Past-President**

- 8.04.1 The duties of the Past-President are to:
- a. Act in an advisory capacity.
 - b. Fulfill those duties as required by the President

ARTICLE IX – **FINANCES**

- 9.01 The Executive may levy on participating schools any fees necessary to carry on the activities of the Association.
- 9.02 The Secretary-Treasurer shall prepare, in sufficient copies, a statement of finances for the Annual Meeting. The Books of the Secretary-Treasurer shall be made available on an annual basis for a review. A review will be carried out and a report shall be made and presented at the Annual Meeting and forwarded to the respective District School Boards.
- 9.03 All cheques and vouchers issued in the name of the Association shall be signed for the Association by the Secretary-Treasurer and the President or Vice-President.
- 9.04 W.E.C.S.S.A.A. member schools shall follow the policies established by the Executive with respect to:
- a. the schedule of admission fees (By-Laws Section XV)
 - b. O.F.S.A.A. championship expenses (By-Laws Secion XVII)
- 9.05 Executive members shall receive mileage at the rate of \$0.35/km for attendance at meetings required under By-Law Section VII.
- 9.06 The Executive may vote to support a W.E.C.S.S.A.A. convened O.F.S.A.A. activity up to \$200.00. Appilication for financial support shall be made to the Secretary/Treasurer from the O.F.S.A.A. convenor.

ARTICLE X – **LEGISLATIVE COUNCIL MEETINGS**

- 10.01 The Legislative Council shall hold four (4) meetings per school year—one during each of the sport seasons: fall (September), winter (November) spring (March) and a final meeting in May. Other meetings may be called by the President or upon the request of a majority of the member schools. Notice of the meetings shall be given to all voting members not less than 30 days prior to such meetings.
- 10.02 Special meetings of the Council shall be at the call of the Executive.

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- 10.03 The Council Meeting shall receive reports on activities, discuss and vote on motions relating to the business of the Association, approve By-Laws and Rules and Regulations. The Annual Meeting will, in addition to the above, conduct elections of officers and of elected members of the Executive Committee, where applicable.
- 10.04 Each member school shall have two voting representatives to the Council Meetings. (Article 6.06.2).
- 10.05 A quorum of any meeting of the Association shall consist of:
 - 1. Representation from at least ½ of member schools.
 - 2. Not less than 15 voting members.
- 10.06 No votes by proxy are accepted at any meeting of W.E.C.S.S.A.A.
- 10.07.1 Representatives to a Council Meeting who wish to present a motion for consideration must forward a written Notice of Motion to the Secretary-Treasurer at least 15 days prior to that meeting.
- 10.07.2 Notices of motion must be accompanied by a statement of rationale.
- 10.07.3 Notwithstanding the above (Article 10.07.1), any Notice of Motion for the change in a W.E.C.S.S.A.A. activity (eg. to a new season) must be made at least 60 days before the commencement of the activity, and the change must be made at a regular meeting at least 30 days before the commencement of the activity.
- 10.07.4 Before a Notice of Motion concerning the playing regulations of a specific sports activity can be voted upon by W.E.C.S.S.A.A., a meeting of the coaches of that activity shall be held. A majority of these coaches shall be present at this meeting, and these coaches shall consider the Notice of Motion. The convenor shall report back to the ruling body on the acceptance, rejection or compromise solution to the problem creating the original Notice of Motion. Unless this procedure is followed, Notices of Motion concerning specific sports activities will not be voted upon by W.E.C.S.S.A.A.
- 10.08 Voting representatives and activity convenors only may speak at Legislative Council Meetings.

ARTICLE XI – **ACTIVITIES**

11.01 Recognized W.E.C.S.S.A.A. activities may include:

| <u>ACTIVITY</u> | <u>LEVEL</u> | <u>LEAGUES</u> |
|-----------------|-----------------------------|----------------|
| Awards | (Arcanum, Hadre/Repko Cups) | |
| Baseball | Open | Divisions |

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| <u>ACTIVITY</u> | <u>LEVEL</u> | <u>LEAGUES</u> |
|--------------------------|--|---|
| Boys' Basketball | Freshmen, Jr., Sr. | Freshmen – open Jr. & Sr. Tier 1, 2, 3 |
| Jr. & Sr. – Tier 1, 2, 3 | | |
| Girls' Basketball | Jr., Sr. | Tier 1, 2, 3 |
| Cross Country | Mid., Jr., Sr. | "A/AA"; "AAA/AAAA" Overall |
| Curling | Open | N/A |
| * Golf | Open | N/A |
| Girls' Gymnastics | Competitive Level | N/A |
| * Girls' Slow Pitch | Open | N/A |
| * Hockey | Open | "A/AA"; "AAA/AAAA" |
| * Girls' Hockey | Open | N/A |
| Football | Jr., Sr. | Conferences (Sr. "A/AA" & "AAA/AAAA") |
| Boys' Soccer | Jr., Sr. | Jr. - Open Sr. – Tier 1, 2, 3 |
| Girls' Soccer | Jr., Sr. | Jr. - Open Sr. – Tier 1, 2, 3 |
| Swimming | High School Open/SWAD Overall Combined | NA N/A N/A |
| Tennis | Ranked, Unranked | N/A |
| Track and Field | Mid., Jr., Sr. | "A/AA"; "AAA/AAAA" Overall |
| Boys' Volleyball | Jr., Sr. | Tier 1, 2, 3 |
| Girls' Volleyball | Jr., Sr. | Tier 1, 2, 3 |
| Wrestling | Weight Classification | Open |

*Sanctioned unfunded activities. These activities shall receive W.E.C.S.S.A.A. Awards. There will be no funds allocated for referees, transportation, equipment or facility rental.

- 11.02 The above-recognized activities (Article 11.01) may be funded by W.E.C.S.S.A.A.
- 11.03 The list of recognized activities will be established at the Annual Council Meeting.
- 11.04 A Notice of Motion for the addition or removal of a recognized W.E.C.S.S.A.A. Activity must be made at least 60 days prior to the commencement of the activity, and the change must be made at a regular meeting at least 30 days before the commencement of the activity (Article 10.07.3).

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- 11.05 Any sanctioned W.E.C.S.S.A.A. league (ie. Boys' "AAA" Volleyball) or activity must have a minimum of 40% of member schools in a classification participating, where applicable, in order for it to proceed as a funded league/activity. In order to determine the 40% participation level, member schools with a school population of under 300 shall not be included for the league/tournament/meet number.
- 11.06 Where it is indicated in Article 11.01 that activities are designated as "Girls" or "Boys", male students shall not be eligible to participate in "Girls" activities. If a sport is not available for a female at a school, she is eligible to participate on the boys' team.
- 11.07 The entry deadline for W.E.C.S.S.A.A. leagues/tournaments/meets is a minimum of 14 days before the scheduled starting date for the league/tournament/meet or at the direction of the league convenor.
- 11.08 A fine of \$100.00 per team will be charged to teams who withdraw from an activity after the entry deadline for a league/tournament/meet. The money shall be paid to the activity convenor.

ARTICLE XII – **CONVENORS**

- 12.02.1 Activity Convenors shall be set up on a rotation basis by schools where possible.
- 12.02.2 The Activities Convenors are appointed by the Executive. Convenors must be a teacher employed by one of the member Boards or a retired teacher approved by the appropriate Board Supervisory Personnel. Activity Convenors may be assisted by a non-staff person.
- 12.02.3 If no one accepts appointment within 30 days of the beginning of the competitive seasons as outlined in By-Law Section 5.04.1 and 6.07, that activity may be suspended for that season.
- 12.03 Assistant Convenors may be appointed at the discretion of the Executive (By-Laws Section XIII).
- 12.04 The honoraria for Activity Convenors shall be established by the Executive.
- 12.05 There shall be a pre-season Convenors' Meeting for Convenors prior to a competitive season (i.e. Fall, Winter, Spring). This meeting shall be convened by the Executive.
- 12.06 **Duties of a Convenor**
- 12.06.1 Duties of a Convenor are to:
- a. Attend the Council Meeting prior to their season or event, if requested.

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- b. Call and chair a meeting of coaches involved in that sport to develop a schedule (including playoffs) and recommend changes to the playing rules before the starting date (See By-Law Section VI) for the activity. Voting delegates at coaches' meetings shall be teachers. Attendance and minutes (include changes to the Playing Regulations) shall be recorded for these meetings. A copy of these minutes shall be forwarded to the WECSSAA Office within two weeks of the meeting.
- c. Prepare a schedule for the sports committee meeting.
- d. Prepare a finalized draft of the schedule and rule changes which will be forwarded to the Secretary-Treasurer and member schools.
- e. Prepare and circulate to all competing schools a final summary for leagues, single-day meets and tournaments.
- f. Arrange for the availability of plaques and/or trophies at all championship games, tournaments, or meets (it is suggested that presentations be made by distinguished citizens).
- g. Make special arrangements for rescheduled games with principals of affected schools and to contact officials for same if these games have been postponed because of weather conditions or if so directed by the Executive.
- h. On completion of the activity, to distribute a summary of results and any recommendations to the Secretary-Treasurer of W.E.C.S.S.A.A., Physical Education Department Head and coaches of each W.E.C.S.S.A.A. member school.
- i. Ensure the championships of the activity, including the presentation of awards, are adequately supervised.
- j. For all championship games, ensure that all required equipment is available and in proper working order as per the O.S.B.I.E. Safety Guidelines for Interschool Sports Competition. Host sites that are not under the jurisdiction of these Guidelines MUST be made aware of the requirements contained in them.
- k. Be responsible for all publicity in connection with the activity for which he/she is convenor such as advance publicity through the press, radio and television; notifying the press, radio and television where applicable, of results that may be used by such agencies.
- l. Comply with the W.E.C.S.S.A.A. award system (By-Laws Section XI).
- m. Submit W.E.C.S.S.A.A. entries into S.W.O.S.S.A.A. events.

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- n. Be responsible for deciding the postponement of contests due to inclement weather, epidemics affecting any school population, etc.
- o. In the event of work-to-rule sanctions involving a School Board(s) being on strike, call a meeting of coaches after the sanctions/strike in those sports affected (By-Laws Section 10.05.4).
- p. Submit to the Secretary-Treasurer of the Association within two weeks of the completion of the activity for which he/she was convenor, a detailed report on that activity. This report should include the name of the school and the name(s) of the individual winner(s) or the members of the team that wins the W.E.C.S.S.A.A. Championships in that activity. It should also indicate any subsequent championships won by a W.E.C.S.S.A.A. representative in the S.W.O.S.S.A.A. or O.F.S.A.A. play-downs in that activity.
- q. Submit to the Secretary-Treasurer a detailed breakdown of all receipts and expenditures involved in that activity (if applicable).
- r. Ensure adequate security at all championship games.
- s. Request permission from the W.E.C.S.S.A.A. Executive, to collect additional fees, if required, from the W.E.C.S.S.A.A. Executive. The request MUST be accompanied by a detailed rationale explaining how the additional fee is to be used. These fees must be accounted for in the Convenor's report.
- t. Circulate updated standings on a regular basis throughout the season to coaches.

ARTICLE XIII –**ELIGIBILITY**

13.01 **Preamble**

Any student from a member school who complies with the following eligibility rules and regulations and is a student of a member school may participate in W.E.C.S.S.A.A. activities.

13.02 To represent a school in any competition coordinated by W.E.C.S.S.A.A., students must:

- i) Be eligible for competition under the Constitution, By-Laws and Standing Rules of W.E.C.S.S.A.A.
- ii) Meet the following age requirements as per the current O.F.S.A.A. policy. (See By-Law Section 4 of the O.F.S.A.A. Constitution.)

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- iii) Course requirements for eligibility purpose shall correspond to the current O.F.S.A.A. policy (See By-Law Section 5 of the O.F.S.A.A. Constitution).
 - iv) Must be eligible for no more than five (5) consecutive years from date of entry into Grade 9 (O.F.S.A.A. Five-Year Eligibility Appeal Form: for students who wish to appeal the O.F.S.A.A. Five-Year Rule).
 - v) A student MUST be in "good standing" with regards to attendance, conduct and effort. A student MUST be in attendance for the entire school day on the day of a W.E.C.S.S.A.A. competition or have approval of the school administration in the case of an acceptable extenuating circumstance (i.e. funeral, special medical appointments, religious holidays). Any other reason should be referred to the W.E.C.S.S.A.A. Executive through the Secretary/Treasurer.
 - vi) Must not be on suspension from school as determined by school or Member Board Policy.
 - vii) Students from certain schools or programs may be deemed eligible to represent other schools as per By-Laws of Constitution.
 - viii) Must be eligible under the O.F.S.A.A. transfer policy.
- 13.03 Any questions on eligibility that may be raised shall be put to the President for the Executive to study and report to the parties concerned.
- 13.04 Every member school will provide W.E.C.S.S.A.A. (Secretary/Treasurer) with their attendance and academic eligibility requirements for athletic eligibility status if they are more restrictive than those outlined in Article 13.02.
- 13.05 Prior to W.E.C.S.S.A.A. competition, an eligibility list certified by the Principal, Coach/Teacher Supervisor and Physical Education Department Head, if required by the Playing Regulations of that activity, shall be in the hands of the Secretary-Treasurer. Any changes and additions to eligibility lists shall be forwarded to the Secretary-Treasurer before the next league game (Refer to By-Laws Section 5.01 and 5.02).

ARTICLE XIV – **TRANSFER POLICY**

- 14.01 W.E.C.S.S.A.A. will follow and adhere to the current O.F.S.A.A. Transfer Policy.
- 14.02 No school shall include in its lineup any student (other than those made eligible under Article 14.03) who has been registered as a transfer from another school within the previous twelve (12) months.

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- 14.03 Any student who has been registered as a transfer from another school within the previous twelve (12) months is **ineligible** for W.E.C.S.S.A.A. competition.
- 14.04 Students moving from a school in a strike/lock-out area are ineligible for all sports played in the previous 12 months from their date of entry into the new school. Should students return to their former school once the strike/lock-out is over, they are considered transfer students.
- 14.05 Any student who registers and attends a post-secondary institution and then returns to any high school is ineligible for W.E.C.S.S.A.A. competition for the remainder of his/her high school career.
- 14.06 Transfer students seeking eligibility under Category E and F **must** attend a meeting of the W.E.C.S.S.A.A. Transfer Eligibility Appeal Committee **accompanied** by a parent/legal guardian and/or a school representative. The WECSSAA Transfer Appeal Committee will meet twice a year at the beginning of each semester.
- 14.07 Notwithstanding any of the above, no student may play the same sport for more than one school in the same League or Municipality in the same school year.
- 14.08 A student who applies for W.E.C.S.S.A.A. Transfer Eligibility and makes a false statement will be automatically deemed ineligible for 12 months.
- 14.09 The W.E.C.S.S.A.A. Executive shall, in its sole and exclusive discretion and authority, consider such application and rule the student eligible or ineligible.
- 14.10 When a new school opens, or there is a Board approved boundary change, there will be a one time only opportunity for students to transfer to the new school in September that the school opens, or the change takes effect. The only students considered for this opportunity will be those who now live closer to the new school than their original school and within the Board's new designated boundaries for the receiving school.

ARTICLE XV – **APPEAL PROCEDURE: ELIGIBILITY (NON-TRANSFER)**

- 15.01 All appeals shall be determined by the Executive of W.E.C.S.S.A.A. whose decision shall be final and binding.
- 15.02 In matter of an eligibility appeal it is the responsibility of an administrator or designate to represent the student/athlete when appeal representations are made to the Executive. The administrator or designate must submit the appeal form to the W.E.C.S.S.A.A. Secretary-Treasurer before a hearing will be scheduled. If the student so wishes he/she and another representative may attend the appeal meetings.

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- 15.03 Should the school administrator not wish to appeal the eligibility of a student, the student should be advised that he/she and his/her representative may make an appeal regarding eligibility.
- 15.04 Upon receipt of the application for appeal, the Executive shall notify the administrator and the student, in writing, of the date, time and place that the appeal is to be heard.
- 15.05 At the hearing, the student or representative may make whatever submissions, or call whatever witnesses he or she chooses, subject to the approval of the Executive.
- 15.06 The Executive shall render its decision, in writing, and in doing so shall state briefly the reason(s) for its decision.

ARTICLE XVI – **BY-LAWS, PLAYING RULES AND REGULATIONS**

- 16.01 The Association may establish whatever By-Laws and/or Rules and Regulations necessary for the conduct of its activities. These may be adapted or amended by a simple majority at a Legislative Council meeting provided that a Notice of Motion has been sent to the Executive at least 15 days prior to the Council Meeting.

ARTICLE XVII – **AMENDMENT PROCEDURES**

- 17.01 This Constitution may be amended at any Legislative Council meeting of W.E.C.S.S.A.A. by a two-thirds majority of the voting members present. Notices of Motion to amend the Constitution must be filed with the Secretary and Executive Committee at least 15 days prior to the meeting at which the Constitution is to be amended. The Secretary must forward copies of such proposed amendments to each school at least one week previous to the meeting.
- 17.02 All amendments to the Constitution are subject to the approval of the School Boards

**THE WINDSOR ESSEX COUNTY SECONDARY SCHOOLS'
ATHLETIC ASSOCIATION**

BY-LAWS

W.E.C.S.S.A.A. CONSTITUTION/BY-LAWS

BY-LAWS

Provisions of the Constitution of W.E.C.S.S.A.A. shall apply to all By-Laws of W.E.C.S.S.A.A.

PREAMBLE – CODES OF CONDUCT

All athletes, coaches and spectators are reminded that the rules of the game are to be regarded as mutual agreements, the spirit or letter of which no one should try to evade or break. Decisions of game officials are to be accepted without displays of anger. No participant will utter abusive or irritating remarks. Participants will strive to win with humility and lose with dignity. To win is desirable but to "Win at all Costs" defeats the purpose of the game as it applies to the educational objectives of each member school. Players and coaches subscribe to a code of conduct as outlined (By-Laws Section I and II). The conduct of players both on and off the field of play is the responsibility of the coach. Conduct of the spectators is the responsibility of supervising teachers. All participants (i.e. athletes, coaches, spectators and officials) are subject to the contents of the "Safe Schools Act."

SECTION I – CODE OF CONDUCT FOR STUDENT/ATHLETES

1.01.1 EACH STUDENT/ATHLETE SHOULD STRIVE TO DEMONSTRATE THE FOLLOWING VALUES AND BEHAVIORS:

1. to understand the responsibilities involved in being a team member in terms of willingness to participate in practices, games, and maintaining satisfactory academic standards.
2. to be generous in winning and graceful in losing.
3. to gain a good knowledge and understanding of the rules of the game.
4. to understand that winning is desirable but to win at any cost defeats the purpose of the game.
5. to exhibit the qualities of good sportsmanship, dedication, pride, team spirit and leadership.
6. to demonstrate courtesy and respect towards coaches, sponsor teachers, officials and student minor officials
7. to understand that the only way to play the game is fairly and cleanly.
8. to understand that fighting, instigating threatening and/or other intimidating behaviors are not acceptable in W.E.C.S.S.A.A. competition. Any form of "HAZING" is strictly forbidden
9. to understand that obscenities, trash talk or other forms of verbal abuse directed at coaches, officials, players or spectators are not acceptable behaviors in W.E.C.S.S.A.A. competition.
10. to understand that the student /athlete's violation of the Association's policy (see Article 2.01; p. 1) regarding anabolic steroids and other illegal performance enhancing supplements will result in discipline against him/her including, but not limited to, restriction from WECSSAA activities. WECSSAA will accept any test results for illegal

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steroid use or other illegal performance enhancing supplements done by an accredited outside agency (ex. Canadian Centre for Ethics in Sport - CCES).

11. to understand that athletes must remain fully clothed in the appropriate uniform in the competition area, and use the designated locker room or change area to change to and from competitive attire.

FAILURE TO COMPLY WITH THE BEHAVIORS AND EXPECTATIONS OF THE ABOVE CODE WILL RESULT IN DISCIPLINARY ACTIONS AS OUTLINED IN THE W.E.C.S.S.A.A. CONSTITUTION.

- 1.02 A "Code of Conduct for Student Athletes" is to be signed by all participating student/athletes. This shall be the responsibility of member schools. A "Code of Conduct Acknowledgement Form" shall be submitted with the eligibility list to the Secretary/Treasurer.

SECTION II – **CODE OF CONDUCT FOR COACHES**

- 2.01 It is the purpose of this code to develop a set of standards for W.E.C.S.S.A.A. coaches that would be acceptable to and upheld by all coaches involved with student athletes participating in W.E.C.S.S.A.A. sponsored activities.

- 2.02 The areas of concern governing coaches have been divided into four categories:

1. The physical and psychological well-being of all participants
2. Department
3. The development of positive attitudes and skills
4. Responsibility to the Association

1. The Physical and Psychological Well-Being of all Participants

- a) The coach must assume responsibility for the physical and psychological well-being of the students in his/her care. Any form of "HAZING" is strictly forbidden.
- b) The coach must be concerned with the prevention, care and rehabilitation of sport injuries, and should make sure that appropriate first aid supplies are available at all game sites.
- c) The coach must develop an appropriate level of physical fitness in the athletes.
- d) The coach is restricted from distributing or administering any medication to a student/athlete as per Board and OFSAA policies.
- e) The coach shall make every reasonable effort to prevent students/athletes from using steroids or other illegal performance enhancing supplements. If a coach suspects or has knowledge that a student/athlete is using steroids or another illegal performance enhancing supplement, he/she must inform his/her Principal and the WECSSAA Secretary/Treasurer.

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2. Department

- a) A coach is a representative of the school. He/she, therefore, must first and foremost, uphold the educational values of sport and be ever mindful of the role sport plays within the educational objectives of the school, the School Boards, and the W.E.C.S.S.A.A.
- b) The coach's behaviour must be exemplary and beyond reproach. Dress and personal appearance should be professional and appropriate to the occasion.
- c) It is the responsibility of all coaches to understand the standards and expectations set by their school and W.E.C.S.S.A.A.
- d) The coach must show respect for all involved in the competition: opponents, officials, student minor officials and their own athletes.
- e) The coach must respect the spirit as well as the letter of the rules governing the competition and not attempt to manipulate them.
- f) To win is desirable. But to win at any cost defeats the purpose of the game.

3. The Development of Positive Attitudes and Skills

- a) Through teaching and by example, the coach should attempt to instill in the athletes: high ideals of sportsmanship, qualities of cooperation, reliability, self-control, self-discipline and commitment.
- b) The coach is responsible for the conduct of his/her athletes at all times and therefore must set positive standards for their behaviour. Respect for the property of others must be upheld.

4. Responsibility to W.E.C.S.S.A.A.

- a) As a member of W.E.C.S.S.A.A., each coach is responsible to uphold the standards of the Association. Coaches must express promptly their concerns regarding infractions of the standards to the convenor of their sport and/or the President of the Association, who in turn may bring the concern to the Executive.

SECTION III – **CODE OF CONDUCT FOR OFFICIALS**

3.01 Annually, a copy of the Codes of Conduct for players, coaches and spectators will be distributed to each referees' association. A letter will ask each association to make every attempt to officiate within the guidelines of the Codes of Conduct. Every coach and player and the

W.E.C.S.S.A.A. Executive will commit to working with officials in this regard.

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3.02 W.E.C.S.S.A.A. Executive will annually request the philosophy or the Code of Conduct for each association to ensure all are operating within the same basic philosophies and expectations.

3.03 Each convenor will annually hold a pre-season meeting of coaches and invite a representative from the referees' association so that any new rules and/or expectations can be shared.

3.04 Department

(a) The official's behavior must be exemplary and beyond reproach. Dress and personal appearance should be professional and appropriate for the occasion.

(b) It is the responsibility of all officials to understand the standards and expectations set by their Association and W.E.C.S.S.A.A.

(c) The official must show respect for all involved in the competition: students/athletes, teacher/coach/supervisors and spectators.

The Referee Associations shall insure that all members who officiate W.E.C.S.S.A.A. activities read and sign a document indicating that they are aware and will abide by the contents of the "Code of Conduct for Officials."

3.05 Officials attending games of the sport that they officiate, especially if they are a staff member of one of the participating schools, as a spectator should have no contact with the officials or coaches during that game.

SECTION IV – **CODE OF CONDUCT FOR SPECTATORS (as prescribed by O.F.S.A.A.)**

W.E.C.S.S.A.A. subscribes to the "O.F.S.A.A. Code of Conduct for Spectators".

4.01 The following code must be posted in every gymnasium where it can be seen and understood by all spectators:

1. Cheer in a positive manner.
2. Respect official's and minor student official's decisions.
3. Do not interfere with competition.
4. Keep off playing area.
5. Be courteous and respectful.

4.02 Failure to comply with this code may lead to ejection.

SECTION V – **ELIGIBILITY RULES – GENERAL**

5.01 All W.E.C.S.S.A.A. eligibility lists, in the prescribed form, shall be signed by the Principal of the school, teacher/coach supervisor and the Coach, if required by the Playing Regulations in which the competitors are enrolled. Further, it shall be the duty of the Principal to make every effort to assure himself/herself of the accuracy of the list submitted. A non-registered player is ineligible for W.E.C.S.S.A.A. competition. If the Secretary-Treasurer of W.E.C.S.S.A.A. does not receive the eligibility list for a team at or before the appropriate time (24 hours before the first game or individual event) that team will be ineligible to play in that first game or event and the game will be forfeited. Failure to submit the eligibility list for the second game (i.e. 24 hours before) will result in a second forfeiture and so on until the list is submitted. Communication regarding the eligibility list will be with the Principal of the school.

5.01 The method of student eligibility registration shall be:

- i) A W.E.C.S.S.A.A. Eligibility List signed by the school Principal, Physical Education Department Head and teacher/coach supervisor stating that the participants listed are eligible as to attendance and age.
- ii) The birth date of the participant must be shown on the eligibility form, along with his/her school attended in the previous school.
- iii) One copy of the eligibility list must be in the hands of the W.E.C.S.S.A.A. Secretary-Treasurer at least **24 hours** before an individual event (i.e., cross country) or the start of a series of scheduled games (i.e., basketball).
- iv) A separate list must be completed for each activity (girls and boys and for each age classification).
- v) The same system will apply for any additions to the eligibility list.

5.03 i) Students attending Century may participate on Forster Teams.
ii) Students from alternative programs must participate at the school at which they were previously registered. The following sequential policy will determine the eligibility status of students attending alternative schools within the jurisdiction of the G.E.C.D.S.B. and the W.E.C.D.S.B.:

1. The student is only eligible to participate in W.E.C.S.S.A.A. sanctioned activities for the "sending school" from the same Board or at a school that is significantly closer to his/her place of residence from another Board. Principal approval is necessary from both schools.
2. If the Principal of the "sending school" does not agree with #1, the student may apply to W.E.C.S.S.A.A. to play at the school in the same Board that is closest to his/her place of residence. Principal approval is necessary from both schools.

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- 3. A student who moves directly into an alternative school due to a move in residence from outside the geographical area of Windsor/Essex County may apply to W.E.C.S.S.A.A. to play at the school that is closest to his/her residence (i.e. no restriction on Board). Principal approval is necessary.

 - iii) Western Secondary School students are permitted to participate in W.E.C.S.S.A.A. sanctioned activities which are not offered at Western at the member school in its Board that offers the sport closest to his/her legal residence. These students may compete for only one member school during the school year. Western Secondary School shall be informed of students intending to participate.

 - iv) Students deemed eligible for W.E.C.S.S.A.A. competition under By-Law Sections 5.03 (i), 5.03 (ii) and 5.03 (iii) are ineligible to participate at S.W.O.S.S.A.A. and O.F.S.A.A. competitions.
- 5.04.1 A student may be permitted to participate in only one fall major sport (see below) and one winter major sport (see below). Athletes will be allowed to compete in two major sports for Spring Season only. The student may transfer only once in the above-mentioned activities, but will not be allowed to transfer after two regularly scheduled contests have been completed in the activity, which the student was first registered.

Major Sports

| | |
|--------|---|
| Fall | Football Volleyball (Boys) Basketball (Girls) |
| Winter | Hockey Basketball (Boys) Volleyball (Girls) |
| Spring | Soccer (Boys and Girls) Track and Field |

Minor Sports

| | |
|--------|---|
| Fall | Cross Country Tennis |
| Winter | Badminton Curling Gymnastics (Girls) Wrestling Swimming |

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Minor Sports

| | |
|--------|---|
| Spring | Baseball (Boys) Slow-pitch (Girls) Golf |
|--------|---|

- 5.04.2 Schools whose enrollment is under 500 students may make an application to the W.E.C.S.S.A.A. Executive for exemption to Article 5.04.1.
- 5.04.3 All changes in sport seasons shall be approved by the membership at the Annual Meeting.
- 5.05.1 If a coach dresses a freshman player for any junior/senior W.E.C.S.S.A.A. league contest or dresses a junior player for any senior W.E.C.S.S.A.A. league contest, even if (s)he does not play him/her, the intent to play that student must be considered. (S)He will now be considered as having participated at the higher level. After his/her second trip up, the player would now be ineligible for a return to freshman/junior competition.
- 5.05.2 No player may compete in W.E.C.S.S.A.A. playoffs for both their Senior and Junior teams at the same level of play-off competition. (A member of a Junior losing team in the quarterfinals may not compete in a Senior quarterfinal game).
- 5.05.3 Coaches MUST report in writing to the Secretary/Treasurer within 24 hours any player that moves to a higher level of competition. Coaches MUST also indicate the player(s) on the scoresheet and inform the opposing team coach. Failure to follow this procedure may result in forfeiture of the contest.
- 5.05.4 In order to qualify for junior/senior playoffs, a freshman must have participated in one junior/senior W.E.C.S.S.A.A. league game during the season. In order to qualify for senior play-offs, a junior must have participated in one senior W.E.C.S.S.A.A. league game during the season. Student/athletes must participate in a minimum of three W.E.C.S.S.A.A. league games in order to qualify for play-off competition. If a game(s) is forfeited or a team drops out of a league, forfeited league games involving that team will not count as qualifying games for eligibility status for play-off participation. Forfeited games may not be used for serving suspensions. For the sport of football, student/athlete must participate in a minimum of one regular season game to qualify for playoff competition. If a game(s) is forfeited or a team drops out of a league, forfeited league games involving that team will not count as qualifying games for eligibility status for play-off participation. Forfeited games may not be used for serving suspensions. Appeals can be made to the W.E.C.S.S.A.A. Executive at least one week prior to the beginning of play-off competition.
- 5.05.5 WECSA member schools shall adhere to WECSA & OFSAA policies regarding student/athlete eligibility for all exhibition games/tournaments.

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5.06 In order to promote fair competition, individual recruiting of student/athletes by coaches is prohibited. If a written complaint is received, the W.E.C.S.S.A.A. Executive will investigate the complaint and take appropriate action. Should penalties be imposed they shall be communicated to the principal during the next school day.

SECTION VI – **STARTING DATES FOR ACTIVITY PRACTICES**

6.01 **Fall Activities:** Practice may occur the week before Labour Day. No exhibition games/scrimmages are to be scheduled during this week.

6.02 **Winter Activities:** That the starting date for practice for these activities is **November 1.**

Basketball – Boys
Wrestling
Volleyball – Girls

6.03 **Spring Activities:** The Monday after the semi-final basketball games.

6.04 The starting date for practice for hockey, swimming, gymnastics, badminton, and curling is October 15th.

6.05 All activities may re-organize following the S.W.O.S.S.A.A. Track Meet for the coming year.

6.06 W.E.C.S.S.A.A. follows the following schedule for activities:

| | |
|--------------------|---------------------------------------|
| Fall Term | Week before Labour Day to November 30 |
| Winter Term | December 1 to March 15 |
| Spring Term | March 15 to June 10 |

6.07 All sports must schedule during their designated term only as described in By-Law Section 6.06.

6.08 All activities must have a minimum of two weeks of pre-season practices with a strong focus on physical conditioning to properly prepare student/athletes for regular season competition. Exhibition games may be included during the latter part of this time period.

6.09 Open Gymnasium or Facilities

1. A school may open its athletic facilities for unstructured free play.
2. Participation must be open and advertised to all students enrolled in the school.
3. A coach/school employee may supervise the free play and may remove participants for disciplinary reasons.
4. A coach/school employee may not provide any direction as to how free play should be conducted.

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5. No coaching and instruction of sports techniques and skills.
6. A student's participation at an open gym cannot be a requirement for participation on a school team.

Physical Fitness Programs

1. Physical fitness programs may be conducted at any time, indoors or outdoors, as long as there is no coaching and instruction of sports techniques and skills.
2. Equipment used in playing a sport is prohibited from physical fitness programs, except that mats may be used for safety purposes. In track and field and cross country, participants may be directed in aerobics, in stretching exercises, strength training, and to run, but interval training, sprinting and specific drills are prohibited.
3. Physical fitness programs must be available and advertised to all students enrolled in a school.
4. A student's participation in a physical fitness program cannot be a requirement for participation on a school team.
5. Physical fitness programs may include all facets of appropriate training, including but not limited to weight training, speed training, conditioning, plyometrics, agility training, and flexibility training.

SECTION VII – **PENALTIES**

7.01 **STUDENT/ATHLETES**

- 7.01.1 W.E.C.S.S.A.A. has the obligation and responsibility to ensure compliance with the rules of play and the Code of Conduct for Athletes (By-Laws Section I).
- 7.01.2 Therefore, the rules and codes regarding conduct, behaviour and eligibility apply to every school sponsored event of a W.E.C.S.S.A.A. activity in which student/athletes participate as representatives of a W.E.C.S.S.A.A. member school whether or not that event is sponsored by W.E.C.S.S.A.A.
- 7.01.3 Persons who feel that an individual or team has violated the Code of Conduct should submit a written complaint to the Secretary/Treasurer of W.E.C.S.S.A.A. The Secretary/Treasurer shall notify in writing the Principal of the school concerned, the person said to have violated the code, the convenor of the activity and the President of W.E.C.S.S.A.A. At the discretion of the President, the matter may be brought to the Executive. (See By-Law Section 7.01.13).
- 7.01.4 Any athlete who participates in a W.E.C.S.S.A.A. activity and is later declared ineligible due to age will be suspended from that W.E.C.S.S.A.A. activity for the duration of the season. Deliberate misrepresentation will result in the application of By-Law Section 7.01.13.

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- 7.01.5 Any athlete who participates in a W.E.C.S.S.A.A. activity and is later declared ineligible for reasons other than age will be suspended from further competition until a hearing of the W.E.C.S.S.A.A. Executive.
- 7.01.6 Any contest in which an ineligible or suspended student/athlete participates shall be forfeited by the offending school and in cases where any points are awarded, they shall be forfeited.
- 7.01.7 Any student/athlete ejected from a game or contest for such violations as deliberate rough play with intent to injure, fighting, use of obscene language, verbal abuse or threatening words or actions directed toward another athlete, coach, official or spectator, any other violation of the Code of Conduct or any student/athlete who deliberately misrepresents himself/herself with regards to eligibility may be required to appear before the W.E.C.S.S.A.A. Executive as per By-Law Section 7.01.13. A student/athlete(s) ejected from a contest shall leave the playing area only if proper teacher supervision can be provided. Under some circumstances the student/athlete(s) may remain on the bench for supervision reasons.
- 7.01.8 An official can eject a student athlete for such violations after the conclusion of the game up until the time that the referee returns to his/her place of residence. The official must contact the Convenor of the sport who will contact the Secretary/Treasurer. The Secretary/Treasurer will inform the Principal(s) of the student/athlete(s) during the next school day of the ejection and sanction. The Principal(s) shall inform the student/athlete(s) and coach/teacher sponsor. Within 24 hours, the official must forward a full written report of the incident and the reason for the ejection to the Secretary of W.E.C.S.S.A.A. In case of an appeal, this written report may be required within 24 hours of the event.
- 7.01.9 A student/athlete ejected from any W.E.C.S.S.A.A. sanctioned activity (i.e. league, exhibition, tournament) according to By-Laws Section 7.01.7 and/or 7.01.8 shall be automatically suspended for a minimum of the next two league games/matches in that activity. A student/athlete may not be present at the site where the games are played nor may a student/athlete participate in any exhibition events. The student/athlete may appeal to the W.E.C.S.S.A.A. executive to waive the part of this policy. This may apply to suspensions that carry-over through an extended holiday period (i.e. Christmas)". A graduating student or a student in his/her last year of eligibility who is ejected from the last or next to last W.E.C.S.S.A.A. competition of a season shall serve the necessary suspension during the next subsequent W.E.C.S.S.A.A. sanctioned activity that he/she participates in.
- 7.01.10 A student/athlete ejected for violation of the Playing Rules (i.e. Playing Regulations) of a W.E.C.S.S.A.A. activity shall be suspended from participation in that activity for the period of time outlined in the Playing Regulations of that activity up to the next two scheduled W.E.C.S.S.A.A. games or activities. A student/athlete may not be present at the site

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where the games are played nor may a student/athlete participate in any exhibition events of that activity until the suspension is completed.

- 7.01.11 A student/athlete ejected according to By-Law Sections 7.01.7 ; 7.01.8 and 7.01.10 has the right to appeal to the Executive of W.E.C.S.S.A.A. to have the ejection overturned and/or the penalty reduced. A request for such an appeal must be in writing and signed by the Principal of the school attended by the student and accompanied by a fee of fifty (\$50.00) dollars. The request for appeal must be submitted to the W.E.C.S.S.A.A. Secretary/Treasurer within 24 hours of the next school day after the Secretary/Treasurer has notified the Principal of the suspension (See By-Law Section 7.01.8). A short statement of rationale for the appeal must accompany the request. The student/athlete has the right to make a presentation to the Executive and to present witnesses. It is strongly recommended that unedited video evidence accompany this presentation. The Executive may call other witnesses as it sees fit. The Convenor and the officials should be notified of the appeal. After all parties and witnesses have been heard, the Executive shall retire in camera to consider the merits of the appeal. The decision of the Executive shall be final. It shall be communicated to the principal during the next school day. The student/athlete MUST attend the appeal hearing.
- 7.01.12 Any student athlete ejected according to By-Laws Section 7.01.7 a second time during a school year shall be automatically barred from competition in all W.E.C.S.S.A.A. activities for one calendar year from the date of ejection. This ejection and/or the penalty may be appealed as per By-Laws Section 7.01.11.
- 7.01.13 The Executive committee of W.E.C.S.S.A.A. may, at its discretion, and by resolution, vote to review any incident involving the behaviour of a student/athlete including, but not limited to, ejections under By-Laws Section 7.01.7 or 7.01.10 with a view to imposing longer suspensions or other penalties it considers to be commensurate with the violation of W.E.C.S.S.A.A.'s Code for Athletes (By-Laws Section I). If the result of the vote indicates that a review is to occur, the student/athlete is not eligible to participate in W.E.C.S.S.A.A. or S.W.O.S.S.A.A. activities until the decision of the review is rendered. If the Executive decides to undertake such a review (not on a Friday), it shall set the date for a meeting and give at least one week's written notice to the student/athlete(s) involved in the incident under review. The meeting will include opportunities for all involved parties to make representation in person and/or in writing and to present witnesses. After all parties and witnesses have been heard, the Executive shall retire in camera to consider the review. The decision of the Executive shall be final. It shall be communicated to the coach, Principal and student/athlete on the next school day within 24 hours.

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- 7.01.14 A suspension carries over from one year to the next and to S.W.O.S.S.A.A. and O.F.S.A.A. competitions, where applicable.
- 7.01.15 Student/athletes found to be in violation of the Association's policy regarding the use of steroids or other illegal performance enhancing supplements will be sanctioned along with a lifetime ban from participation in all WECSSAA activities. Teams may also be subject to sanction. The Association will accept test results for these substances performed by an accredited outside agency (ex. Canadian Centre for Ethics in Sport – CCES).

7.02 COACHES

- 7.02.1 For W.E.C.S.S.A.A. events, each school must have a teacher from the same Board present in the playing area (i.e. gymnasium, playing field) for the entire game/tournament/meet as per the O.S.B.I.E. supervision guideline. All non-staff coaches must be approved by the Principal with a letter to this effect given to the Secretary/Treasurer prior to his/her first W.E.C.S.S.A.A. competition. Retired teachers are permitted to act as "sponsor teachers" for up to three years upon retirement at their "home school." (i.e. the school they retired from). This is not supported by Board supervisory personnel. All non-staff coaches must obtain police clearance before coaching duties begin. Failure to comply will result in forfeiture of the contest. Staff supervisors for non-staff coaches must introduce himself/herself to the opposing coach or staff supervisor and game officials before the start of the game/tournament/meet and point out his/her location during the contest.
- 7.02.2 W.E.C.S.S.A.A. has the obligation and responsibility to ensure compliance with the rules of play and the Code for Coaches (By-Laws Section II).
- 7.02.3 The rules and codes regarding conduct, behaviour and eligibility apply to every school sponsored event of a W.E.C.S.S.A.A. member school whether or not that event is sponsored by W.E.C.S.S.A.A.
- 7.02.4 A coach will be ejected from a game for such violations as the use of obscene language, verbal abuse or threatening words or actions directed toward an official, a coach, a student/athlete or a spectator or who fails to make reasonable efforts to control the behaviour of his/her athletes shall appear before the W.E.C.S.S.A.A. Executive as per By-Laws Section 7.02.5.

A coach ejected from any W.E.C.S.S.A.A. sanctioned activity (i.e. league, exhibition, tournament) shall be automatically suspended from all W.E.C.S.S.A.A. competition until the W.E.C.S.S.A.A. Executive Review has been concluded (By-Laws Section 7.02.8).

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An official can eject a coach for such violations after the conclusion of the game or contest up until the time that the referee returns to his/her place of residence. The official must contact the Convenor of the sport who will contact the coach during the next school day and inform him/her of the ejection. Within 24 hours, the official must forward a full written report of the incident and the reason for the ejection to the Secretary-Treasurer of W.E.C.S.S.A.A.

7.02.5 If a suspension is imposed a coach may not be present at the site where the game is played nor may a coach participate in any exhibition events of that activity until the suspension has been completed. Any contest in which a suspended coach participates shall be forfeited by the offending school and in cases where points on the round count, the series shall be forfeited.

7.02.6 Any coach ejected according to By-Laws Section 7.02.4 a second time during a school year shall have a hearing as per By-Laws Section 7.02.8. If the coach is found culpable, the Executive may impose penalties ranging from suspension from competition in that activity for the remainder of the year to a lifetime suspension from all W.E.C.S.S.A.A. activities.

7.02.7 A coach ejected for violation of the Playing Regulations of a W.E.C.S.S.A.A. activity shall be suspended from participation in that activity for the period of time outlined in the Playing Regulations for that activity up to the next two scheduled W.E.C.S.S.A.A. games or activities. A coach may not be present at the site where the games are played nor may a coach participate in any exhibition events of that activity until the suspension is completed. The coach may appeal to the W.E.C.S.S.A.A. Executive to waive this part of the policy. This may apply to suspensions that carry-over through an extended holiday period (ex. Christmas).

A coach ejected from a game or contest has the right to appeal to the Executive of W.E.C.S.S.A.A. to have the ejection overturned and/or the penalty reduced. A request for such an appeal must be in writing and signed by the Principal of the school and accompanied by a fee of fifty (\$50.00) dollars. A short statement of rationale for the appeal must accompany the request. In the case of an appeal, this written report may be required within 24 hours of the event.

7.02.8 The W.E.C.S.S.A.A. Executive may, at its discretion, and by resolution, vote to review any incident involving the behaviour of a coach. If the result of the vote indicates that a review is to occur, the coach is not eligible to participate in W.E.C.S.S.A.A. or S.W.O.S.S.A.A. activities until the decision of the review is rendered. If the Executive decides to undertake such a review, it shall set the date for a meeting (not on a Friday) and give at least one week's written notice to the coach involved in the incident under review. The meeting will include opportunities for all involved parties to make representation in person and/or in writing and to

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present witnesses. After all parties and witnesses have been heard, the Executive shall retire in camera to consider the review and possible penalties. The decision of the Executive shall be final. It shall be communicated to the coach, Principal and activity Convenor during the next school day.

If the W.E.C.S.S.A.A. Executive decides to investigate a written complaint (rules, violations, code of conduct issues, etc.) against a coach then the individual (coach) who submitted the complaint MUST circulate the formal written complaint, SIGNED by the complainant, to ALL parties involved (both Principals, both AD's, the W.E.C.S.S.A.A. Executive, and the COACH (team) in question.

- 7.02.9 A suspension carries over from one year to the next and to S.W.O.S.S.A.A. and O.F.S.A.A. competitions, where applicable.
- 7.02.10 If a coach knowingly withholds information regarding the use of steroids or other illegal performance enhancing supplements by a student/athlete(s), he/she must appear before the WECSSAA Executive as per By-Law Section 7.02.8; (p.29).

7.03 **SPECTATORS**

- 7.03.1 In cases of fan interference with play in any game under W.E.C.S.S.A.A. jurisdiction:
 - a. Official will give up to three warnings.
 - b. If fans continue to interfere with the play of the game, the match may be called by the referee.
 - c. The final disposition of the game will be determined by the Executive in consultation with the coaches and officials.
- 7.03.2 The W.E.C.S.S.A.A. Executive may, at its discretion, review any incident involving the behaviour of a spectator or spectators. Persons found to be violation of the code may receive up to a lifetime ban on attending W.E.C.S.S.A.A. activities.
- 7.03.3 The W.E.C.S.S.A.A. (i.e. O.F.S.A.A.) "Code of Conduct for Spectators" should be announced before games when a large number of spectators are in attendance. "Artificial" noisemakers are not allowed in game/tournament/meet sites for W.E.C.S.S.A.A. activities. Spirit thundersticks (air filled tubes) are approved noise makers at all W.E.C.S.S.A.A. activities. School bands, under the supervision of a staff member, are allowed and shall play at appropriate times only. The "artificial" noisemaker policy shall apply for competitions in indoor facilities.

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In the event that a coach finds himself/herself in a situation involving "unruly" spectators and the coach has determined or has been requested by game officials to intervene, the following protocol should be followed:

1. Referee(s) will stop the game/match to address the situation with the home coach. The referee(s), along with the home team coach/teacher supervisor and visiting coach, where appropriate, shall verbally warn the "unruly spectator(s)" that ejection will occur if the unacceptable behaviour continues.
2. Either coach (i.e. home or visiting) may request the referee to stop the game.
3. Home coach will address the situation through the teacher/supervisor or send for the home school administration. The home coach or teacher/supervisor or school administrative personnel will verbally instruct the "unruly" spectator(s) to stop the disruptive behaviour and/or instruct the individual(s) to leave. If the disruptive behaviour does not stop, the home coach should consider contacting the police, especially if there is a potentially violent situation. The home coach may seek the assistance of the visiting coach to deal with "unruly" spectator(s) from the visiting school.
4. Referee(s) may "suspend the game" if the situation is not rectified.

7.04 **OFFICIALS**

- 7.04.1 The Constitution stresses that protests cannot be made to W.E.C.S.S.A.A. in regard to questions of judgment of officials in charge of a game or contest. Such protests should be directed to the organization of officials involved, with a copy to the W.E.C.S.S.A.A. Secretary-Treasurer.

7.05 **SCHOOLS**

- 7.05.1.1 When a school (team) does not comply with the rules, purposes and decisions of W.E.C.S.S.A.A., the Executive may recommend to place such team on probation or suspension for a period to be determined by the Executive. This policy will be applied to a team that drops out of a sport.

SECTION VIII – **RULES GOVERNING ACTIVITIES IN GENERAL**

- 8.01.1 The rules and regulations governing the activities of W.E.C.S.S.A.A. shall be the same as those adopted by the various athletic organizations of Ontario, except where otherwise specified in the Constitution, By-Laws, or Playing Regulations of W.E.C.S.S.A.A.
- 8.01.2 All schools who participate in any W.E.C.S.S.A.A. regular season schedule will be eligible to qualify for playoff competition and thus for the opportunity to compete in W.E.C.S.S.A.A. championship games.

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- 8.01.3 Sanctioned activities where "league" play format is used shall not be less than six (6) regular season games or more than twelve (12) regular season games. In a situation where there are more than 13 teams entered in a league, the convenor shall endeavour to set up the league into divisions and schedule the league so that the 12 league game maximum is satisfied. The maximum number of teams eligible for play-offs is eight (8). In leagues that schedule less than 12 league games, an elimination round may be run in order to determine the eight (8) teams eligible for play-off competition. In a situation where there are more than 13 teams entered in a league (i.e. "A/AA", "AAA/AAAA"), the convenor may apply to the Executive to organize the league, for that season only, according to an $n-1$ format, where "n" represents the number of teams entered in the league. If approved, the play-off format shall be limited to the top 8 teams only.
- 8.01.4 For W.E.C.S.S.A.A. activities that involve league play, a team shall not be eliminated from the final playoff position due to a tie in regular season standings. Sudden death games to determine final play-off position are classified as "play-off" games, not regular season games.
- 8.01.5 No W.E.C.S.S.A.A. league games/tournaments/meets shall be scheduled a minimum of two days before the start of an exam period and during a scheduled exam period and no W.E.C.S.S.A.A. league games/tournaments/meets shall occur on dates when parent/teacher interviews are scheduled. Practices shall not occur a minimum of two days before the start of an exam period and during exam week or until the final scheduled exam is completed. One day of practice shall be allowed on the Friday of the exam period.
- 8.01.6 S.W.O.S.S.A.A. qualifying format for basketball, soccer and volleyball:
1. Inter-classification regular season games: Two (possibly three) inter-classification regular season leagues will run. The convenors will attempt to run a complete, balanced schedule for all teams. Maximum number of teams per league 13. If time permits, a championship game playoff may be played to determine the league champion immediately upon completion of the regular season and before the beginning of the intra-classification playoffs begin.
 2. Intra-classification playoffs: At the end of regular season play both leagues will be split into a playoff structure based on OFSAA classification, ie (AAAA schools play AAAA schools). Convenors have the option of running a tournament style format if they so choose.

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3. The following procedure will be used to determine regular season standings and seeding for classification play-offs for basketball, volleyball and soccer:

A.

- First place teams at the end of the regular season will be declared Tier Champions. There will be no Tier Championship games played.
- A fixed number of teams will be set for the top two tiers at 13.
- Teams may not move down unless there is space available in a lower tier.
- If the number of teams applying to move up exceeds the number of positions available, a ranking method will be employed and the highest ranked team(s) will be moved up.
- To reflect the higher caliber of competition in higher tiers: 3 points will be awarded for wins and 2 points for a tie in the higher tier (3A/4A) and 2 points awarded for wins and 1 point for a tie in a lower tier (2A/A).
- Teams playing UP will NOT be eliminated from class playoffs. Teams that play DOWN may be eliminated from Class Playoffs. Winless/non-competitive teams who play in a higher tier shall be relegated to the lowest available playoff seed in the class playoffs. Winless/non-competitive teams who play out of their tier shall not be allowed to play out of their tier the next year.
- Using the weighted win/loss tier record to determine seeding positions will mean the seeds will be merit based and performance driven.
- Teams may choose to opt out Class Playoffs.

B. **SEED POSITIONING AND TIE BREAKING:**

- Each teams' total points gained after regular season-tier play has concluded will determine seed positions in the Class Playoffs. The team with the highest points total will be awarded the top seed. All subsequent seed positions will go in descending order through to the lowest possible seed (8).
- These seed positions will be used to determine the playoff pairings and shall be carried forward throughout the playoffs. The highest and lowest seeds available to participate will always playoff, exclusive of any byes, which may be awarded. All remaining games will place the next highest seed vs. the next available lowest seed.
- No team moving up for Class Playoffs can claim the top seed.
- Tie breaking will take place after Tier-Play first and for the Class Playoffs second
- In the event of an unequal number of scheduled games between tiers, each team's seed position will be determined by calculating the percentage of points available to points earned.
- When two teams are tied from different tiers, the team from the higher tier will win the tie-breaker.

TIE-BREAKING FORMAT

TWO TEAMS TIED: HEAD TO HEAD FORMAT

- i) Win/Loss Head to Head: If two teams are tied, the winner of their regular season game(s) shall receive the higher seed position.
- ii) Defensive Record: The team with the lowest number of points scored against in head to head play will be the higher seed.
- iii) Point Differential: The team with the highest point differential in head to head play (points for minus points against) will receive the higher seed.
- iv) Coin Flip: Under the direction of the convenor, the coin toss winner will receive the higher seed.

THREE OR MORE TEAMS TIED: ROUND ROBIN FORMAT

This process will revert to the Head to Head format if, using the format below, the overall tie is broken and all subsequent ties can be successfully broken using the head to head format.

- i) Round Robin Win/Loss Record: If three or more teams are tied, the team with the better round robin win/loss record will receive the higher seed. All subsequent seed rankings will go in descending order through to the lowest round robin win/loss record.
- ii) Round Robin Defensive Record: The team with the lowest number of points scored against in round robin play will be the higher seed. All subsequent seed positions will follow accordingly with the highest seed rankings going in descending order from the team with the lowest number of round robin points scored against through to the team with the highest points allowed.
- iii) Round Robin Point Differential: The team with the highest point differential in round robin play will receive the higher seed. All subsequent seed positions will follow accordingly with the highest seed rankings going in descending order from the team with the highest round robin point differential scored through to the team with the lowest point differential.
- iv) Coin Flip: Under the direction of the convenor, the coin toss winner will receive the higher seed placing. The coin toss will be repeated until there is one team with a different side of the coin than all the other teams (odd). The odd team will be the higher seed. This process will be repeated as often as is necessary to resolve all remaining ties.

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8.02 **PROTESTS**

- 8.02.1 All protests must be made in writing to the Secretary-Treasurer of W.E.C.S.S.A.A. within 48 hours (Saturday and Sunday excluded) after the contest accompanied by a \$100.00 fee, refundable if the protest is upheld and/or is deemed to have merit.
- 8.02.2 All protests must be signed by the Principal.
- 8.02.3 The W.E.C.S.S.A.A. Executive is responsible for resolving protests in accordance with the playing regulations of that activity. The activity convenor(s) shall attend the protest meeting for consultation purposes.

SECTION IX – **REPORTING OF GAME RESULTS**

- 9.01 Game results shall be reported as outlined in the Playing Regulations of each activity.

SECTION X – **GAME COMMITMENTS**

- 10.01 All scheduled games and all playoff dates shall be adhered to. Violation of this with the exception of By-Laws Section 10.02 will result in the application of Article 7.02 (c) or By-Laws Section 7.05.1. The Physical Education Department Head (or his/her designate), in consultation with the Principal and/or Vice Principal, determine if a school field is deemed to be unplayable for soccer, football or baseball. If deemed to be unplayable, the Principal or Vice Principal, not the Physical Education Department Head or coach, shall notify the visiting school Principal or Vice Principal and activity convenor as early as possible but no later than 1:00 p.m. If a team forfeits two games, it will be expelled from the league. If a forfeiture occurs at game time when the opposing team is present at the site, the forfeiting team will pay a \$100.00 fine plus any expenses incurred by the other team (ex. transportation, officials).
- 10.02 Coaches in consultation with Principals may by mutual consent change game dates and/or game times. The responsibility of notifying the convenor and officials will be the school which initiated the change. The officials and Sports Medic (if required) will be notified by the convenor only. The convenor must be notified a minimum of 72 hours before the change. This can only be done for an emergency situation. Field trips, proms, semi formals, fashion shows are not considered to be an emergency situation.
- 10.03 If a team drops out of a sport, all games against that team shall be nullified. League standings will be re-calculated. Nullified games, if played, will count for eligibility status and suspensions. There shall be a \$200.00 fine for withdrawing from a league.

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- 10.04 If two schools decide not to play a game and do not reschedule the game, a loss will be recorded for both teams.
- 10.05 In the event that Board sponsored transportation is cancelled for a given school(s) as a result of inclement weather, scheduled W.E.C.S.S.A.A. activities shall not proceed for that school(s). On inclement weather days during play-offs, when Board sponsored transportation is cancelled in the a.m. only, games may proceed with the permission of both Principals. If one Principal does not give permission, the game must be postponed. Postponements must be made by 1:00 p.m. so that convenors can notify officials and Sports Medic (if required). The attendance requirement as described in Article 13.02 (v); p. 14 shall be waived if the game is to proceed.
- 10.06 **STRIKE OR WORK-TO-RULE SANCTIONS**
- 10.06.1 In the event of a School Board(s) being on strike or locked out, scheduled contests during the strike or lock out will be forfeited.
- 10.06.2 In the event of teachers' work-to-rule sanctions involving a School Board, the following will be put into effect to support the convenors, coaches and athletes of W.E.C.S.S.A.A.
- 10.06.3 **Before and During Sanction**
- a. Regularly scheduled games will be played until the day a sanction is announced.
 - b. Regularly scheduled W.E.C.S.S.A.A. games will continue without sanctioned schools involved, until the sanction is completed.
 - c. If a scheduled game cannot be played because **one** of the teams is involved in a work sanction, the game will be forfeited and recorded as a loss for the sanctioned team.
 - d. If a scheduled league game cannot be played or re-scheduled because **both** teams are involved in a work sanction, each team will record a loss.
 - e. W.E.C.S.S.A.A. Executive will meet to decide upon a date that all sport schedules will be considered complete and playoffs or championship meets will proceed without the involvement of sanctioned schools.
 - f. Playoffs will include all teams not involved in work sanction at the time playoffs begin.

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Rationale

- i) To allow convenors to complete the playoff structure and prepare for S.W.O.S.S.A.A. and possible O.F.S.A.A. competition.
- ii) As a safety factor to protect students from high-level competition without the necessary conditioning.
- iii) As a protection for coaches who may be forced into preparing a team under conditions of duress.

10.06.4 After Work-to-Rule Sanction or Strike

- a. W.E.C.S.S.A.A. Executive will meet within 24 hours of the sanction or strike being completed.
- b. Recommendations will be received from W.E.C.S.S.A.A. convenors based on the current status of the season and input from coaches.
- c. Upon the above recommendations, W.E.C.S.S.A.A. Executive will make decisions that ensure consistency across all activities while recognizing the individual problems of each sport. Decisions made may result in a new schedule for the remainder of the season and/or a new playoff structure. Where possible, playoff dates will not change.
- d. A complete schedule, including sanctioned teams, will not resume until the W.E.C.S.S.A.A. Executive announces its decisions.

10.06.5 W.E.C.S.S.A.A. strongly recommends that during sanctions no teams under sanction will practice under the direction of non-teaching volunteer coaches.

SECTION XI – **AWARDS**

11.01 Plaques

- 11.01.1 Large W.E.C.S.S.A.A. championship plaques will be awarded to the championship team. Plaques shall be retained by the school for only one year.
- 11.01.2 Small W.E.C.S.S.A.A. championship plaques will be awarded to the championship teams. These plaques will be retained by the school.

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11.02 Medallions/Ribbons

| | | | |
|----------|---------------|--------------------------------------|--|
| 11.02.1 | Badminton | All Divisions | 1 st Medallion 2 nd Medallion 3 rd Ribbon |
| | | Team Champions | 12 Medallions |
| 11.02.2 | Baseball | Boys | 18 Medallions (Gold) 18 Medallions (Silver) |
| 11.02.3 | Basketball | Freshman Boys | Up to 15 Medallions (Gold) Up to 15 Medallions (Silver) |
| | Basketball | Junior Boys | Up to 15 Medallions (Gold) Up to 15 Medallions (Silver) |
| | Basketball | Senior Boys | Up to 15 Medallions (Gold) Up to 15 Medallions (Silver) |
| | Basketball | Junior Girls | Up to 15 Medallions (Gold) Up to 15 Medallions (Silver) |
| | | Senior Girls | Up to 15 Medallions (Gold) Up to 15 Medallions (Silver) |
| 11.02.4 | Cross-Country | All Divisions | 1 st Medallion (Gold) 2 nd – 6 th Ribbon |
| | | Team Champions | Medallions (Gold) |
| 11.02.5 | Curling | Team Champions | Medallions (Gold) |
| 11.02.6 | Football | Junior Boys | 36 Medallions |
| | | Senior Boys | 36 Medallions |
| 11.02.7 | Golf | Team Champions | 1 st Medallion (Gold) 5 Medallions (Gold) |
| 11.02.8 | Gymnastics | All Divisions | 1 st Ribbon 2 nd Ribbon 3 rd Ribbon |
| | | Overall Champion in each division | Medallion |
| | | Team Champions | 6 Medallions |
| 11.02.9 | Hockey | | Up to 20 Medallions (Gold) Up to 20 Medallions (Silver) |
| 11.02.10 | Slow Pitch | Girls | 18 Medallions (Gold) 18 Medallions (Silver) |

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| | | | |
|----------|---|--|--|
| 11.02.11 | Soccer | Boys | 20 Medallions (Gold) 20 Medallions (Silver) |
| | | Girls | 20 Medallions (Gold) 20 Medallions (Silver) |
| 11.02.12 | Swimming | | Gold, Silver, Bronze Medallions for each event 4 th – 6 th Ribbons for each final event |
| 11.02.13 | Tennis | All Divisions | 1 st Medallion (Gold) 2 nd Medallion (Silver) |
| | | Team Champions | 12 Medallions (Gold) 12 Medallions (Silver) |
| 11.02.14 | Track & Field | All Events | 1 st – 6 th Ribbon |
| | | All Divisions Individual Champion | Medallion (Gold) |
| | | All Divisions Team Champions | 12 Medallions (Gold) 12 Medallions (Silver) |
| 11.02.15 | Volleyball | Junior Girls | Up to 15 Medallions (Gold) Up to 15 Medallions (Silver) |
| | | Junior Boys | Up to 15 Medallions (Gold) Up to 15 Medallions (Silver) |
| | | Senior Girls | Up to 15 Medallions (Gold) Up to 15 Medallions (Silver) |
| | | Senior Boys | Up to 15 Medallions (Gold) Up to 15 Medallions (Silver) |
| 11.02.16 | Wrestling | All Divisions | 1 st Medallion (Gold) 2 nd Medallion (Silver) |
| | | Team Champions Combined Team Champions | 15 Medallions (Gold) 30 Medallions (Gold) |
| 11.03 | Extra Medallions may be requested from the Secretary-Treasurer at cost. | | |
| 11.04 | In the case of ties, duplicate awards shall be presented. | | |
| 11.05 | (a) It shall be the duty of the Treasurer to arrange in accordance with Board Policy for the purchase of these awards for presentation as soon after the contest as possible. | | |

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- (b) All engraving shall be at the expense of the school receiving the trophy.
- (c) All trophies shall be for annual competition except as otherwise noted.
- (d) No new trophies shall be accepted without the consent of the Association.

11.06 In the event of a tie for first place in any W.E.C.S.S.A.A. activity, the higher standing and any trophy shall be awarded to the team that qualifies in accordance with tie-breaking procedures outlined in the W.E.C.S.S.A.A. Constitution regarding each specific activity.

SECTION XII – **ALL-STAR TEAMS**

12.01 W.E.C.S.S.A.A. will purchase and hand out through Convenors a diploma to "All-Star" athletes in those sports where such teams are selected. There shall be a commitment to schools of no more than \$10.00 per participant for participation in All-Star games.

12.02 There will be no practice prior to All-Star games.

12.03 All-Star games must be completed before the end of one school week following the O.F.S.A.A. championship date for that activity.

12.04 W.E.C.S.S.A.A. coaches select only senior All-Star teams.

12.05 In activities where "All-Star" teams are selected, the Playing Regulations shall clearly describe the procedure to be followed for the selection of "All-Star" teams. "All-Star" Teams shall be determined by a voting process.

12.06 Convenors of All-Star games and any post-season games/tournaments/meets shall submit a financial report to the W.E.C.S.S.A.A. Secretary/Treasurer describing income and expenses.

SECTION XIII – **CONVENORS' HONOURARIA**

13.01 The honouraria received by the activity Convenors shall be determined and published each year by the W.E.C.S.S.A.A. Executive.

SECTION XIV – **MEMBERSHIP FEES**

14.01 The fee for each school shall be the fee as determined by the Executive from time to time. The Executive may levy any special fees necessary to carry on the activities of the Association.

W.E.C.S.S.A.A. CONSTITUTION/BY-LAWS

14.02 The guideline for O.F.S.A.A. championship expenses is as follows:

School/Student/Athletes will pay for food,accommodation, transportation

14.03 Any additional activity fees must be approved by the Executive. The activity convenor must make a request to the Executive accompanied by a rationale. Activity convenors must account for these additional fees in their Convenors' reports.

SECTION XV - **ADMISSIONS FEES**

15.01 As a general policy, W.E.C.S.S.A.A. member schools shall follow the schedule of admission fees noted below:

Allowable Admission fees shall include:

15.02 Regular Season:

No charge for regular season games, except at a neutral site where there is a rental charge (ex. Windsor Stadium), or as approved by the W.E.C.S.S.A.A. Executive. Schools that have a facility where this is possible and wish to charge an admission fee must make application to the W.E.C.S.S.A.A. Executive through the Secretary/Treasurer. The application must include a justification for the admission fee and be made before the first league game.

Sanctioned Funded Activities:

| | |
|---------------------------------|--------|
| Elementary students | Free |
| Students with a student card | Free |
| Students without a student card | \$2.00 |
| Adults | \$3.00 |

Sanctioned Unfunded Activities (ex. Hockey):

| | |
|---------------------------------|--------|
| Elementary students | Free |
| Students with a student card | \$1.00 |
| Students without a student card | \$2.00 |
| Adults | \$3.00 |

Special league "rivalry games" (ex. "Father Zakoor Cup") as per past agreements between schools involved.

W.E.C.S.S.A.A. CONSTITUTION/BY-LAWS

W.E.C.S.S.A.A. Cup (Hockey) – as per disgression of the convenor. Convenor must inform and seek approval from the W.E.C.S.S.A.A. Executive.

15.03 Play-off Games (except championships) at sites of Senior games: (optional pending agreement between the two Senior teams)

| | |
|---------------------|--------|
| Elementary students | Free |
| Students | \$1.00 |
| Adults | \$2.00 |

Sanctioned Unfunded Activities (ex. Hockey):

| | |
|---------------------------------|--------|
| Elementary students | \$1.00 |
| Students with a student card | \$2.00 |
| Students without a student card | \$3.00 |
| Adults | \$4.00 |

15.04 Championship Games:

| | |
|---------------------|--------|
| Elementary students | \$1.00 |
| Students | \$2.00 |
| Adults | \$4.00 |

Sanctioned Unfunded Activities (ex. Hockey):

See fee structure for "Play-Off" games above.

SECTION XVI – **CHAMPIONSHIP ORDER OF EVENTS**

16.01 In the event that multiple championship games are held on the same day and at the same location, the activity Convenors shall mutually agree on the order. If no agreement can be reached, the W.E.C.S.S.A.A. Executive shall determine the order of games.

SECTION XVII – **DISTRIBUTION OF GATE RECEIPTS**

17.01 Regular Season:

- 10 % of gate, after expenses, will go to W.E.C.S.S.A.A.
- the remainder shall be distributed on a pro-rated basis among the participating schools (ex. 10 games – school "A" plays in 5 games and therefore receives 5/20 of the remainder)

W.E.C.S.S.A.A. CONSTITUTION/BY-LAWS

Sanctioned Unfunded Activities (ex. Hockey):

- home team keeps entire gate

17.02 Play-Off and Elimination Games:

- gate receipts, after expenses, to be split equally between the participating Senior teams

Sanctioned Unfunded Activities (ex. Hockey):

- home team keeps entire gate

17.03 Championship Games:

- 10% of gate, after expenses, will go to W.E.C.S.S.A.A.
- remainder – activity convenor(s) shall make a recommendation to the W.E.C.S.S.A.A. Executive regarding the distribution of the gate taking into account all Junior and Senior teams in the league or region where travel to S.W.O.S.S.A.A. is a factor and all Senior teams in the league or region qualifying for O.F.S.A.A. where travel and accommodation is a factor.
- activity convenors are to submit gate receipt money with a recommendation for distribution and a financial report to the W.E.C.S.S.A.A.A Office.
- A school must be involved in the championship game in order to receive a portion of the gate.

Sanctioned Unfunded Activities (ex. Hockey):

- home team keeps the entire gate

17.04 All-Star Games

Covenors of all-star games must submit a proposal regarding the distribution of gate receipts after expenses to the W.E.C.S.S.A.A. Executive. This proposal should be discussed and approved by coaches before submission to the Executive.