

U.O.V.H.S.A.A. CONSTITUTION

BY-LAWS

and

APPENDICES

Amended April 2019

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Article I **NAME and AFFILIATION**

Section 1: Name

This organization shall be known as the Upper Ottawa Valley High School Athletic Association and hereinafter referred to as U.O.V.H.S.A.A. or the 'association'.

Section 2: Affiliation

This association shall be an affiliated member of the Eastern Ontario Secondary Schools Athletic Association (E.O.S.S.A.A.).

Article II **AIMS and OBJECTIVES**

Section 1: Beliefs

The U.O.V.H.S.A.A. is dedicated to the promotion and enhancement of the educational value of school sport both individually and cooperatively, while promoting the ideals of fair play.

- a) WE BELIEVE in sports being fun.
- b) WE BELIEVE in the right of all people to participate in sports and to pursue their personal levels of excellence.
- c) WE BELIEVE in fair play and equal opportunities for success, on and off the field of play, as characterized by equality, integrity and trust in all secondary school competitions within the Association.
- d) WE BELIEVE in free and open communication and respect for the views, roles and contributions of athletes and coaches.
- e) WE BELIEVE in promoting a friendly relationship among the member schools.
- f) WE BELIEVE those in leadership roles in sports have a responsibility to teach and apply its values, providing leadership on behalf of all Association schools in support of the educational value of school sport.
- g) WE BELIEVE that the short and long term physical, social, mental and spiritual well-being of all participants in sports be enhanced through appropriate behaviour and practices.
- h) WE BELIEVE that all student-athletes must be free of performance-enhancing drugs.

Section 2: Aims

To promote by scheduling and governing an excellent extracurricular activity program for students among the schools of this Association.

- a) To promote and foster all the desirable qualities to be achieved from competitive sport.
- b) To provide services such as Playing Regulations, Codes of Behaviour, Schedules, etc for participants, teachers, coaches, and administrators to conduct and enhance school sport.
- c) To conduct UOVHSAA secondary school sport championships which provide incentives for students to participate in interschool sport and which create an awareness of the educational benefits of participation.
- d) To promote gender equity awareness and practices.
- e) To encourage a high degree of sportsmanship.
- f) To strive in all cases to achieve the greatest good for the greatest number of participants.
- g) To promote and maintain a spirit of harmony.
- h) Since education is the first priority of UOVHSAA athletics, UOVHSAA reserves the right to be the final arbitrator of general policy for any activity under its jurisdiction.

Article III MEMBERSHIP

Section 1: Geographical Area

The UOVHSAA shall consist of the geographical area known as the Upper Ottawa Valley including the Bonnechere and Madawaska valleys.

Section 2: Member Schools:

The UOVHSAA shall consist of schools, which meet the requirements stated in this Constitution. The Association is to be comprised of secondary schools approved by the Ministry of Education, Ontario.

- a) The following is a list of the 11 member schools of the UOVHSAA:
 - Arnprior District High School
 - Bishop Smith Catholic High School
 - C.S.C. Jeanne Lajoie
 - Fellowes High School
 - Valour High School
 - E.S.P. L'Equinox
 - Mackenzie Community School
 - Madawaska Valley District High School
 - Opeongo High School
 - Renfrew Collegiate Institute
 - St. Joseph's Catholic High School
- b) For all Championships coordinated by the UOVHSAA, schools shall be classified as per OFSAA / EOSSAA, taking the Ministry of Education population numbers, as of October 31 of the previous playing year.
 - 'A', 'AA', 'AAA'

‘A’ – Schools with a student population of 500 and under

‘AA’ – Schools with a student population from 501-900

‘AAA’ – Schools with a student population from 901 – 1250

- c) If a team wants to declare up a classification level, then once declared that is the level they will play at. The declaration deadlines will be: Fall season - September , Winter Season December, Spring Season April . The head coach of the team that declares up is to inform the Athletic Director who will inform UOVHSAA and the UOVHSAA CONVENOR.
- d) Any secondary School within or without the geographical area of Section 1 may be accepted into the UOVHSAA by approval of a simple majority vote held at a regular meeting of the Association providing it becomes a paid member of EOSSAA and the UOVHSAA.
- e) The term ‘Secondary School’, for the purpose of this Constitution shall be defined to include all schools engaged in the teaching of curricula as prescribed for Secondary Schools by the Ministry to Education, Ontario.

Section 3: Individual Members

- a) Physical Education Department representatives or designate of the member schools.
- b) Any teacher of a member school who is involved in the organization, coaching or managing of an inter-school sport or activity may attend meetings of the Association as a member at large.

ARTICLE IV THE EXECUTIVE

Section 1: Executive

- a) The Executive shall consist of Athletic Directors of member schools.
- b) Past Chairperson – the chair from the previous year.

Section 2: Chair

- a) The Chair of the UOVHSAA shall be appointed on the basis of an annual rotation amongst the member schools as follows:
- | | |
|-------------|---------------------------------------|
| 2018 – 2019 | Fellowes High School |
| 2019 – 2020 | Opeongo High School |
| 2020 – 2021 | Mackenzie Community School |
| 2021 – 2022 | Bishop Smith Catholic High School |
| 2022 – 2023 | St. Joseph’s Catholic High School |
| 2023 – 2024 | C.S.C. Jeanne Lajoie |
| 2024 – 2025 | Madawaska Valley District High School |
| 2025 – 2026 | Renfrew Collegiate Institute |
| 2026 – 2027 | Valour High School |
| 2027 – 2028 | E.S.P.L’Equinox |
| 2028 – 2029 | Arnprior District High School |

Article V **DUTIES OF THE EXECUTIVE**

Section 1: CHAIRPERSON: The Chairperson shall

- a) Make every effort to ensure that the UOVHSAA be upheld both in letter and in spirit.
- b) Preside over all meetings of the Association.
- c) Appoint special committees when necessary.
- d) Call meetings and otherwise direct the business of the UOVHSAA as the need becomes apparent or as directed by the representatives of the member school.
- e) Keep a permanent record of all minutes of all meeting of the Association.
- f) Distribute to all member schools copies of minutes of all meetings of the Association.
- g) Conduct all correspondence required by the Association.
- h) Set up an account through their home school secretary to account for all receipts and disbursements made on behalf of the Association and provide a current financial report at each meeting.
- i) Inform, in writing, the Physical Education Representative of each member school of the amount of the annual fees owed by his/her school.
- j) Have the power to pay accounts contracted in the name of the Association.
- k) Have the power to authorize cheque requisitions.
- l) At the end of his/her term the account will be closed and the funds transferred to the incoming chairs school.

Section 2 : PAST CHAIRPERSON: The Past Chairperson shall

- a) provide guidance and perform duties as requested by the chair.

Article VI **VOTING POWERS**

Section 1: Voting Powers

- a) At all meetings of the Association each member school shall be entitled to one vote on any question before the Association.
- b) All motions shall be passed by the assent of a simple majority of the representatives from each school who are present and voting.

Article VII **MEETINGS**

Section 1: Meetings

- a) There shall be an annual meeting of the UOVHSAA to be held in the month of June each year. Every school must be invited to contribute to any motion involving changing playing regulations. As per Article XI Amendments, Sections 2 and 3, proposed amendments must be in the hands of the UOVHSAA chair for circulation to all members at least thirty (30) days prior to a quarterly meeting. Amendments must be voted upon as submitted, except for changes in wording for clarification purposes.
- b) At least four regular meetings shall be held each year. These meetings should be; 1) prior to the start of the fall season, 2) prior to the start of the winter season, 3) prior to the start of the spring season, 4) the annual general meeting in June. All member schools are expected to have a representative at all UOVHSAA meetings.
- c) The UOVHSAA Executive shall meet at the call of the Chairperson when requested by the representatives at least two member schools.
- d) A quorum at meetings shall be defined as at least one representative from a majority of member schools.
- e) The agenda format shall be:
 - 1. Call to Order
 - 2. Adoption of Agenda
 - 3. Adoption of Minutes
 - 4. Business arising from the minutes
 - 5. Information Items
 - 6. Correspondence
 - 7. Reports: Financial report / Minor sports Convenor's report / UOVHSAA Convenor's report / EOSSAA representative's report / principal's report
 - 8. New Business
 - 9. Adjournment

Section 2: AMENDMENTS (except By-Laws)

- 1. Changes to the Constitution may only be made at the June AGM.
- 2. All changes become effective for the following school year.

* Note: Playing regulations do not form part of the Constitution.

ARTICLE VIII **ELIGIBILITY**

Section 1: Eligibility - Player

To represent a school in any competition coordinated by the UOVHSAA a student must:

- a) be eligible for competition under the Constitution, By-Laws and Playing Regulations of the UOVHSAA.
- b) be certified as eligible by the Principal of the school.
- c) Students who have fewer than twenty-two (22) credits must be taking courses, which define them as full time students under the Ministry of Education definition. Namely, a student in a traditional school must be registered in a minimum of six (6) full day school credit courses; in a semestered school, a student must be registered in a minimum of three (3) full day school credit courses in the semester in which he/she participates.
- d) To represent a school all students must participate in a minimum of 4 school practices run by the school. (and registered for 10 days in school).
- e) Students who have achieved twenty-two (22) credits must be taking four (4) non-semestered full day school credit courses over the school year or two (2) full day school credit courses in the semester in which he/she participates.
- f) Be in grades 9-12 and be eligible for no more than five (5) consecutive years from the date of entry into Grade 9.
- g) Meet the following age requirements:
 - i) **SENIOR:** the individual's birth certificate indicates that he/she has not reached his/her 19th birthday by January 1st prior to the start of the school year in which the competition is held.
 - ii) **JUNIOR:** the individual's birth certificate indicates that he/she has not reached his/her 15th birthday by January 1st prior to the start of the school year in which the competition is held.
 - iii) **MIDGET:** the individual's birth certificate indicates that he/she has not reached his/her 14th birthday by January 1st prior to the start of the school year in which the competition is held.
 - iv) **Note: A player may declare up in age category. A player may not declare down in age category.**
 - v) **Note: Students may compete in the Midget category for one (1) year, Grade 9.**
- h) Be eligible under OFSAA's Transfer Policy.
 - i) Any student who registers and attends one term at a post secondary institution and then returns to any high school is ineligible for UOVHSAA competition for the remainder of his/her high school career.
 - ii) Any suspension or disciplinary action in UOVHSAA play shall be carried forward into EOSSAA and OFSAA competition if necessary. The Athletic Director shall be responsible for ensuring disciplinary sanctions are adhered to.
 - iii) All participants shall have played in at least one (1) regular Association game for that team in order to be eligible to play for that team in the playoffs and at the EOSSAA championship. A

player may only compete at one age category in the playoffs and at the EOSSAA Championships.

- iv) If an athlete elects to compete in two (2) UOVHSAA games in that activity, in age category above which he/she normally would play in a current season, he/she must continue to participate in the higher age category. The term ‘participate’ is defined to mean the inclusion of the student(s) name on the scoresheet.
- v) All participants should be encouraged to achieve creditable academic progress and to make a contribution to the general educational program of the school:
 - 1) the objective of any policy is to educate, not punish and the policy should focus on positive outcomes, not on limiting participation;
 - 2) academic progress is a nebulous concept – it should be measured for each individual since arbitrary standards are exclusive and not necessarily educative;
 - 3) the policy should be used to monitor and mentor student-athletes – their attendance and their behaviour as well as their grades;
 - 4) any change in a student-athlete’s attendance, behaviour or academic standing should be reviewed by teacher-coach, student-athlete and appropriate administrator(s). Positive change would be rewarded through recognition and continued eligibility while negative changes would be used to establish parameters for continued eligibility.
 - 5) If an ineligible player participates in an UOVHSAA team contest, all contests in which that ineligible player participates shall be forfeited by his/her team. If an ineligible player participates in an individual sport at an UOVHSAA contest, all standings, records and awards achieved by that individual will be forfeited.
 - 6) All other regulations regarding player eligibility shall be listed under the ‘Playing Regulations’ for their respective activities.
 - 7) Age groups for competition and terms describing them, shall be the same as those used by OFSAA.
 - 8) Must compete in only one classification in any playoff or championship meet or series in the same season in any one sport.
 - 9) Every member school shall register on the OFSAA AELS system and print the eligibility form duly signed by the Principal, the Athletic Director / Phys.Ed Head, the coach and the UOVHSAA convenor for every UOVHSAA activity in which the school participates and where there is an EOSSAA Competition.
 - 10) All AELS eligibility forms shall be in the possession of the convenor of the activity concerned 24 hours before the first league game or contest in which the students listed to participate.
- i) UOVHSAA supports the participation of student-athletes in sport in accordance with their lived gender identity.

Section 2: Eligibility - Coach

- a) The first choice is to select a coach who is a member of the teaching staff of the school where the team exists. If there is not a teacher coach available from the teaching staff of the school, then a community coach who is available and qualified can be appointed as long as a Teacher Advisor is also appointed. The Teacher Advisor must facilitate and maintain educational direction for the student athletes. The Teacher Advisor must be present in the playing area and on the bench for all UOVHSAA league and playoff contests.
- b) Approval of non-teacher coaches shall be left to the discretion of the Principal in consultation with the Athletic Director of the school. All non-teacher coaches are strongly recommended to receive an introduction to coaching in UOVHSAA by the school administration and the A.D. This will be done by

providing the non-teacher coach with the necessary segments of the OPHEA interschool sport guidelines, the OPHEA safety guidelines, the UOVHSAA Constitution, and the specific sport playing regulations for the sport that the non-teacher coach will be coaching.

- c) Teacher coaches must be present at the site of the activity with their team / athletes.

Section 3: UOVHSAA Transfer Appeal Process

- a) The transfer appeals committee will consist of a minimum of three (3) members from different schools within the Association.
- b) Transfer appeals with complete documentation must be sent to and approved by the transfer appeals committee before the student is put on the AELS.

ARTICLE IX

BOARD OF REVIEW

Section 1: Board of Review

1. The Board of Review shall be the judicial body for any UOVHSAA activities.
2. The Board of Review shall consist of all voting members of the Association.
3. The chairperson of the Association shall act as Chairperson of the Board of Review, except when the Chairperson or his/her school is directly involved in the matter before the board. In that event, the Past Chair will be the Chairperson for the meeting.
4. The Chairperson of the Association shall preside over all meetings of the Board of Review.
5. The Board of Review shall meet at the call of the Chairperson provided that the Chairperson shall call a meeting when requested in writing to do so by two members of the Board or by the Principal of any member school or by the convenor of any UOVHSAA activity.
6. The Board of Review shall meet at the school of the Chairperson of the Association or at such other convenient place or virtual conference as shall be determined by the Chairperson.
7. A quorum of the Board shall be a majority of the members. A quorum of the Board must be present in order to hold a meeting.
8. All decisions of the Board of Review shall be final and binding upon all member schools **and may only be appealed upon submission of new evidence within 14 days of the decision of the Board of Review.**
9. All questions coming before a meeting of the Board of Review shall be determined by a majority of those present and voting. Tied votes are considered as a motion defeated.
10. The Board of Review shall deal with all matters relating to High School Athletics:
 - a. All protests referred to it by the Convenor of any UOVHSAA activity
 - b. All matters referred to it by the Referee-in-Chief of any UOVHSAA activity.

- c. All matters dealing with player eligibility.
 - d. All matters dealing with misconduct on the part of any person connected with a team belonging to the UOVHSAA or participating in an UOVHSAA activity.
 - e. All matters arising out of defaulted games or contests.
 - f. All matters arising out of the misconduct of spectators.
 - g. All matters in any way relating to the management, conduct, or control of UOVHSAA activities.
11. The Board of Review shall have the power to:
- a. Suspend, expel, or otherwise discipline any team belonging to an UOVHSAA activity or any person connected with any such team.
 - b. Deny admission to any UOVHSAA game or activity to any spectator whose conduct at past games or activities has been such as to warrant such denial.
 - c. **Inform all parties of the date of the hearing, the composition of the Board of Reference, and request any necessary documentation and/or other information that may be deemed necessary.**
12. All persons connected with any UOVHSAA team or activity shall appear before the Board of Review if so requested and failure of any person to do so shall be grounds for dealing with him/her under the provisions of Section 11 a)
13. The Board of Review shall file with the Chair of the UOVHSAA and with the Principals of the schools involved, a report of the proceedings of any meeting of the Board together with a complete statement of its' decision on any protest or other matter referred to it. The Principal may decide on further discipline at the individual's school.
14. If a member of the board is directly involved in any matter referred to the Board of Review, his/her school shall be represented on the Board by the Principal or Vice-Principal of his/her school.

ARTICLE X

FINANCES

Sections 1: Finances

All Association monies including all monies received by any Association-appointed committee, including all sports committees, on behalf of the Association or held in trust by the Association for distribution to member schools, shall be kept in one bank account in the name of the UOVHSAA.

Section 2: Association Fees

All matters regarding Association fees shall be dealt with under the Association By-Laws.

ARTICLE XI

AMENDMENTS

Section 1: Amendments

- a) Changes to the constitution may only be made at the June AGM. All changes become effective for the following school year.

- b) Proposed amendments must be in the hands of the UOVHSAA Chair for circulation to all members at least thirty (30) days prior to a quarterly meeting.
- c) Amendments must be voted upon as submitted, except for changes in wording for clarification purposes.

ARTICLE XII BY-LAW #1 - SUPERVISION, CODE OF BEHAVIOUR AND SANCTIONS FOR VIOLATIONS

Section 1: Supervision

A teacher is defined as a member of the Ontario College of Teachers or a holder of an Ontario Teacher's Certificate or equivalent.

- a) For team sports ("A team consists of all athletes from the same school who qualify for Federation (EOSSAA) competition as a unit..." {reference By-Law 5, Section 3, EOSSAA Constitution, July 2018}), a teacher, or a retired teacher, as approved by the principal of the school, must accompany and be responsible for the team. A teacher from the same school must accompany teams to all UOVHSAA games.
- b) For individual sports (those sports in which athletes from a school qualify for Federation (EOSSAA) competition as individuals), the principal of the school may designate an adult who is not a teacher to accompany the athletes. In addition, a teacher, or a retired teacher, must be present and on site and designated by the principal to be responsible for the athlete(s).
- c) For all sports, where the teacher, as indicated in (a) and (b) above, is not of the same sex as the athlete(s), and where the athlete(s) are required or might be required to stay overnight, a supervisory adult, as approved by the principal of the school, of the same sex as the athlete(s), must be present and available at the accommodation site for the duration of their stay in the accommodation.

Section 2: Code of Behaviour

Code of Behaviour for Coaches: Coaches/Teacher Advisors should

- a) Inform their athletes of proper conduct required of them while involved in their activity.
- b) Supervise their athletes for the entire period which they are absent from school or home.
- c) Not permit their athletes to consume alcohol at any time during their activity regardless of age.
- d) Not permit their athletes to use drugs at any time during their activities other than those prescribed by a medical doctor.
- e) Not permit their athletes to vape at any time during their activity regardless of age.
- f) Hold the safety and welfare of their athletes uppermost in their mind.
- g) Ensure that injured athletes obtain competent medical attention as soon as possible after being injured.
- h) Not jeopardize an athlete's future on the team by circumvention of eligibility rules according to the playing regulations.
- i) Not make demands on their athletes that will interfere with their athlete's opportunity for achieving academic success.
- j) Ensure that their athletes are acquainted thoroughly with the rules and spirit of their activity.

- k) Not seek to gain an advantage by the circumvention or disregard of the regulations governing their activity. Pre-game warm-up drills must be confined to one-half of the playing surface.
- l) Not permit, encourage or condone performance which is dangerous to an opponent by legal or illegal tactics.
- m) Respect and support administrators, coaches, athletes and officials of the activity.
- n) Not allow their coaching staff or athletes to address uncomplimentary remarks to officials, coaches, opponents or spectators. This includes the stipulation that negative remarks about officials, opponents or spectators should not be posted on social media. No negative or uncomplimentary pictures of officials, coaches, opponents, or spectators should be posted on social media.
- o) Refrain from recruiting athletes already enrolled in another program or school.

Ejections of Coaches

- a) Coaches ejected from UOVHSAA sanctioned competitions must leave the play area immediately for at least the remainder of the contest or event.
- b) Another coach or teacher advisor must be available to take over the coaching duties.
- c) When a suitable coach or teacher advisor is not available, the contest shall be forfeited.
- d) The official(s) in charge must complete an Incident Report and file it with the Athletic convenor immediately following the contest.
- e) The Athletic convenor will contact the coach's principal and suggest that a meeting be arranged involving the coach, the Athletic Director and the Principal as soon as possible following the incident.

Code of Behaviour for Spectators

- a) cheer in a positive manner
- b) respect officials' decisions
- c) do not interfere with the competition
- d) keep off of the playing area
- e) be courteous and respectful
- f) respect for coaches decisions

Failure to comply with this Code of Behaviour may lead to ejection. (taken from OFSAA code of behaviour for spectators).

Ejection of Spectators

If any spectators are ejected from the game the coach would notify the Athletic Director and Principal. All ejections of spectators will be dealt with by the principal of the school involved.

Rules of Behaviour for Participants

All participants are expected to abide by the OFSAA Rules of Behaviour for Participants to an UOVHSAA competition. <https://www.ofsaa.on.ca/resources/forms>

Ejection of Players

Players ejected from UOVHSAA sanctioned competitions for malicious and/or unsportsmanlike behaviour will be ineligible for future competition until the Convenor reviews the situation and determines whether further sanctions are warranted.

The minimum sanction for ejections of this nature will be one game suspension. A second ejection of this nature will result in a suspension for the remainder of the season, including playoffs and EOSSAA and OFSAA competition.

Coaches are responsible to notify the convenor, Athletic Director, school Principal and UOVHSAA Chair of any unsportsmanlike behaviour or incidents involving players, coaches, or spectators. The UOVHSAA Chair will notify the EOSSAA executive who will decide if a board of review is needed to implement the discipline.

Malicious and/or unsportsmanlike behaviour which may warrant an ejection include:

- a) Attempt to injure an opponent.
- b) “Trash Talk” including racial slurs based on sexual orientation, religion, race and ethnicity.
- c) Fighting.
- d) Abusive Language - swearing, name calling.
- e) Intimidation Tactics - finger pointing, gestures.

The Athletic Director of the home school will:

- a) Make UOVHSAA Incident Reports available at the scorer’s table for all UOVHSAA games and/or events.
- b) Will ensure that an Incident Report is filled out and sent to the Athletic Convenor.
- c) The Athletic Convenor is made aware of the incident as soon as possible.
- d) The Athletic Director at the visiting school is made aware of the incident as soon as possible.
- e) The Administration at the home school is made aware of the incident as soon as possible.
- f) The Athletic Director will inform the coach(es) and player(s) from their school that the player(s) involved are ineligible for all future play until a ruling is made.

The Athletic Director of the visiting school will:

- a) Inform the administration of their school that an incident has taken place.
- b) Inform the coach(es) and player(s) from their school that the player(s) involved have received a one game suspension and depending on the severity of the incident there might be further sanctions decided upon by the UOVHSAA Board of Review.

The Chair and UOVHSAA executive will:

- a) Gather all pertinent information and make a ruling as to what sanctions, if any, will apply, other than the one-game automatic suspension.
- b) Must make every attempt to make their ruling regarding sanctions before the suspended player’s next scheduled game, and inform all parties involved.

Section 3: Sanctions

In all UOVHSAA sponsored events any of the following will result in disciplinary action of minimum one game suspension. Further discipline may follow from the administration/Superintendent/Board of Review depending on the severity. Subsequent offences may result in suspension for the remainder of the season. The following are sanctionable offences:

TAUNTING and or MALICIOUS BEHAVIOUR:

Taunting is any action, comment or deed, whether vulgar or racist, by a coach, by a player or by team personnel which is intended:

- a) To bait another
- b) To anger another
- c) To embarrass another
- d) To ridicule another
- e) To demean another

Examples of **taunting** include but are not limited to:

- a) Trash talk
- b) Physical intimidation outside the spirit of the game
- c) Reference to sexual orientation
- d) 'in the face' confrontation by one player to another
- e) standing over/straddling a tackled or fallen player
- f) swearing

Malicious Behaviour is any action which is intended to physically injure another. Examples of **Malicious Behaviour** include but are not limited to:

- a) Fighting
- b) Attempt to injure an opponent
- c) Kicking
- d) Striking with fist(s)

Prior to each season, the procedure for informing coaches and players about Taunting and/ or Malicious Behaviour should be conveyed by the Athletic Director of each school.

When a player or participant is ejected for taunting and or malicious behaviour the coaches involved shall immediately:

- a) Contain the ejected player outside the sport venue
- b) Arrange for the ejected player to be removed from the playing area/facility and arrange for pick up by parent or administrator (where possible and reasonable)
- c) The coach of the home school will ensure an incident report is completed, signed by the official and sent to the UOVHSAA Athletic Convenor
- d) Contact their Athletic Director

Who will then:

- a) Contact the UOVHSAA Athletic Convenor
- b) Notify their Principal of the incident
- c) Follow-up by informing the UOVHSAA executive of the incident surrounding the ejection.
- d) The Chair will call for a Board of Review if one is deemed necessary

When a coach is ejected for taunting and/or malicious behaviour, a teacher who is a member of the OCT may assume coaching responsibilities. The official is responsible for ensuring the offending coach is removed from the sport venue.

- a) If there is no teacher who is a member of the OCT available to assume coaching responsibilities the game will be counted as a forfeit.
- b) One of the coaches present will ensure an incident report is completed, signed by the official and sent to the UOVHSAA Athletic Convenor
- c) The coaches involved in the incident must inform their Athletic Director
- d) The AD will inform the Principal or Superintendent (where the coach is a Principal)
- e) The AD follow-up by informing the UOVHSAA executive of the incident surrounding the ejection
- f) The Chair will call for a Board of Review if one is deemed necessary

When a spectator taunts or commits malicious behaviour (refer to Code of Behaviour)

- a) with a first violation the Athletic Director (if on site) or the coach of the host team shall identify self to the offender and advise the offender of the policy and advise that violation of the policy will lead to ejection.

- b) With subsequent violations the AD or host coach shall ask the offender to leave. If they do not leave advise that the police will be called. If they do not leave, call the police. Follow up by informing the Principal of the host school and the Principal of the visiting school (if warranted).

Section 4: Unsportsmanlike Conduct

- a) Every person connected with a team belonging to the UOVHSAA or any spectator who is guilty of criticizing officials who referee UOVHSAA activities is guilty of unsportsmanlike conduct and is open to censure by this Association.
- b) Any team who is involved in acts of vandalism or disrespect of School Property or Venue will be fined to cover the cost of damages or price agreed upon by the Principals involved.

Section 5: Appeals

- a) Players or coaches wishing to appeal sanctions resulting from an ejection may do so, in writing, to the UOVHSAA Chair within 48 hours of being notified. All such appeals require the signature of the school's Athletic Director and Principal or Superintendent (where coach is a Principal).

ARTICLE XIII BY-LAW #2: DUTIES AND RESPONSIBILITIES OF UOVHSAA ATHLETIC CONVENOR & ACTIVITY CONVENORS

For league sports conducted by UOVHSAA, the **UOVHSAA Athletic Convenor** who has been hired by the RCDSB will be responsible for duties outlined in Appendix I. For all other UOVHSAA sports (e.g. tennis, golf, badminton, alpine skiing, nordic skiing, cross-country running, snowboarding, bantam sports, softball, and track & field (as per the school rotations), an **Activity Convenor** will selected to carry out the following duties:

Section 1: Activity Convenor Duties

- a) Be responsible for the supervision, organization, administration and financing of his/her activity.
- b) Remind coaches to send their AELS to the UOVHSAA Athletic Convenor.
- c) Be responsible for dealing with all matters of misconduct of any person connected with a team belonging to the UOVHSAA activity and advising the UOVHSAA Chair as necessary.

Section 2: UOVHSAA Athletic Convenor Duties

- d) Will inform the Activity Convenor authority to declare a player(s) or team(s) ineligible whenever they do not meet all the eligibility criteria .
- e) Must declare a competition to be a defaulted contest when a player or team is ineligible for a league competition/tournament.
Exception: when a team is ineligible because the coach failed to add names to the eligibility list or failed to submit the eligibility list, then the convenor may **fine the coach's school \$25** payable to the Association account. If the coach's school refuses to pay the fine, the game/tournament must be defaulted.

ARTICLE XIV **BY – LAW #3: SPECIAL REPRESENTATIVES / SPECIAL COMMITTEES**

Section 1: Special Committees

Special Committees may be appointed by the Association, the Executive, and by the Chairperson, in order to carry out the program and activities of the Association, for example when it is UOVHSAA’s turn in the six year rotation to host EOSSAA Track and Field, East Regional Track and Field, Sport Advisory Committee, or a Fair Play Committee etc.

Section 2: Size of Committees

The size of each Committee, its degree of authority and its scope of power shall be determined by the Association.

Section 3: Written Report

All committees and Special Representatives appointed by the Association, Executive, or Chairperson, shall file with the Chair of UOVHSAA of the Association a written report of its findings, decisions or recommendations.

Section 4: Bank Account

No UOVHSAA committee shall keep or maintain a bank account of any kind.

ARTICLE XV **BY-LAW #4: PROTESTS**

Section 1: Protests

- a) All protests of UOVHSAA games or contests shall be lodged in writing with the Activity Convenor or the UOVHSAA Athletic Convenor who will in turn report same to the Chairperson of UOVHSAA.
- b) All protests of UOVHSAA games or contests shall be lodged within two (2) school days of the conclusion of the disputed game of contest.
- c) All protests arising out of an ineligible player may be lodged at any time upon request of the Activity Convenor or member of the school concerned.
- d) If the age of a student participating in an UOVHSAA activity is questioned by a member of the Association, the onus for proof of age shall lie with the school which the student represents.