

**ASAA**  
**1A Boys & Girls**  
**Provincial Basketball**  
**Championships**  
**March 15-17<sup>th</sup>, 2018**



Host School



**Tournament**  
**Information Package**

PLEASE EMAIL - A HIGH RESOLUTION (VECTOR File type .ai) TEAM LOGO  
ASAP TO [kreed@cachs.ca](mailto:kreed@cachs.ca) SO TEAM BANNERS CAN BE PRINTED

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**ASAA  
1A Boys' and Girls'  
Provincial Basketball Tournament  
March 15 - 17, 2018**

**Host School  
Central Alberta Christian High School  
22 Eagle Road  
Lacombe, AB**

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**Tournament Chair:** Travis Eggink

[teggink@cachs.ca](mailto:teggink@cachs.ca)  
403-352-0111 (cell)

**Tournament Co-Chair:** Veronica DenOudsten

[vdenoudsten@cachs.ca](mailto:vdenoudsten@cachs.ca)

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**Tournament Organizing Committee:**

Accommodations/Hospitality:	Travis Eggink
Announcers:	Dan Luymes
Banquet:	Tracey Wiersma, Lisa Tenbrinke
Concession:	Linda Baong
Facilities:	Jackie DeGroot
First Aid/Safety:	Veronica DenOudsten
Gate Coordinator:	Sandy Ubels
Grievance Committee:	Terry Vandeborn, Marian Debree
Host / Hostess Coordinator:	Alida Doornbos
Minor Official Coordinator:	Terry Vandeborn
Opening and Awards Ceremonies:	Cindy Ekkel
Registration:	Cindy Ekkel, Donna Vandeborn, Mary Eggink
Program:	Nahani Schermers, Cindy Ekkel
Photography:	On Sight Photography
Referee Coordinator:	
Signage and Banners:	Signmasters
Sponsorship:	Peter Hoekstra
Souvenirs:	Gimmicks
Technology:	Denis Hainsworth, Kyle VanStryland
Treasurer:	Wendy Barnes
Website:	Kevin Reed

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## TOURNAMENT SCHEDULE

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The tournament will follow the draw as specified by the ASAA Committee. The participating teams in the tournament will be ranked and seeded by the ASAA.

### Important Dates and Times

### Deadlines in Red

<b>On-line Registration</b> Pictures and Roster Upload Banquet Ticket Deadline	<b>Monday, March 12th @ 12:00PM</b> <b>Please state light color first in registration!</b> Difficulty in registering? Please contact Deanna Metro at ASAA 780-643-1888 for assistance.
<b>High Resolution Logo</b> for Banners (Vector file type .ai)	<b>Monday March 12th @ 12:00PM</b> <a href="mailto:kreed@cachs.ca">kreed@cachs.ca</a>
<b>Schedule Practice Times</b>	<b>Wednesday, March 14 4:00PM-10:00PM</b> CACHS and LCS Gyms
<b>Check-In and Team Pictures</b>	<b>Wednesday, March 15 2:00PM-10:00PM</b> CACHS - Room 103 Please confirm any food allergies with the registration personnel when checking in!
<b>Gimmicks - Souvenirs</b>	Available Wednesday through Saturday CACHS - Room 102
<b>Coaches' Meeting and Captains' Meeting</b>	<b>Thursday, March 16 8:30AM</b> Coaches' - CACHS - Room 108 Captains' - CACHS - Room 105
<b>Opening Ceremonies</b>	<b>Thursday, March 16 9:30AM</b> CACHS - Gym Bus Parking available at the rear. (west)
<b>Banquet</b>	<b>Thursday, March 16</b> Doors open <b>6:30PM</b> Dinner <b>7:00PM</b> Lacombe Memorial Center <a href="#">5214 50 Ave</a> Click the link for a Google Map Please contact <a href="mailto:kreed@cachs.ca">kreed@cachs.ca</a> if there are any dietary concerns the banquet staff should be aware of. Please do this before 12:00 March 12 if possible.
<b>Provincial Game Schedule</b>	<b>Thursday, March 16 11:00AM-6:00PM</b> <b>Friday, March 17 9:00AM-10:00PM</b> <b>Saturday, March 18 8:00AM-8:00PM</b> <b>Championship Games at CACHS:</b> <b>Girls 6:00PM                      Boys 8:00PM</b>

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## TOURNAMENT HOTELS:

**T of C**

Please contact Travis Eggink [teggink@cachs.ca](mailto:teggink@cachs.ca) for more information.

<b>Best Western</b> <a href="#">4751 63 St., Lacombe</a> Phone: (403) 782-3535 Group Code: CACHS  67 rooms min \$125.99 2 Queen Beds (4 people) max \$205.99 Apartment Suite (6 people) <a href="#">Booking Website</a>	<b>Greenway Inn</b> <a href="#">5402 AB-2A, Lacombe</a> Phone: (403) 782-7826 Group Code: 2962  8 rooms \$96.00 2 Queen Beds  <a href="#">Booking Website</a>
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## MONDAY, MARCH 12 REGISTRATION

### A. Registration/Team Information

Registration will occur by downloading the spreadsheet on the host website, filling in all the requested information and emailing any document you cannot include to [teggink@cachs.ca](mailto:teggink@cachs.ca) AND [kreed@cachs.ca](mailto:kreed@cachs.ca).

### B. Team Fees:

Please bring a cheque made out to Central Alberta Christian High School Society to the check-in on Wednesday afternoon and evening or to the Coaches' Meeting.

Entry Fee	\$460 / team
Pay It Forward Scholarship Loonie Fee	\$1 / athlete
Banquet Fee	\$28 per ticket (coaches and athletes)

Please email [kreed@cachs.ca](mailto:kreed@cachs.ca) if there are any dietary or allergy concerns.

### C. Digital Photographs for Program and Website.

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Digital requirements are as follows: **use a minimum of 3 megapixel camera**, use the highest resolution the camera will allow, and when using a "zoom" feature, utilize the optical zoom versus the digital zoom.

The photo and information will be used in the tournament program, to be delivered to the printers on Monday afternoon, as well as posted on the host website.

### D. Team Logo for Program and Website

At the same time as you register; please email a high resolution team logo to [kreed@cachs.ca](mailto:kreed@cachs.ca). Please ensure that this logo is in Adobe Illustrator (.ai) format.

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## WEDNESDAY, MARCH 14

### GYMNASIUM LOCATIONS:

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Central Alberta Christian High School

[22 Eagle Road, Lacombe](#)

Lacombe Christian School (LCS)

[5206 58 St, Lacombe](#)

Lacombe Composite High School (LCHS)

[5628 - 56 Ave, Lacombe](#)

Click on the links to the right to obtain a Google Map for the location.

If games are changing location, teams will be notified at least 3 hours in advance.

### CHECK-IN, TEAM PHOTOS AND PRACTICE TIMES

**Check-in and team photos** for the ASAA yearbook will be completed at CACHS **45 minutes** prior to your team practice. Please wear either the team uniform and/or appropriate warm-up attire. Please arrive at CACHS on schedule, 45 minutes prior to your practice time, so you will be able to make it to your practice on schedule. Team photos are available at a cost.

Practice times are on **Wednesday, March 14** from 4:00PM to 10:00PM. Each practice is for 30 minute. The practices will be in the CACHS and LCS gyms. Please email [teggink@cachs.ca](mailto:teggink@cachs.ca) with requests for your 1st, 2nd and 3rd choices for times. We will prioritize these based on distance and whether the team has a bye in the first round. The practice schedule will be posted on the ASAA tournament website by Monday, March 12 at 6:00 pm. \*\*\***All practices will be closed to the public.**\*\*\*

## THURSDAY, MARCH 15

### Coaches' and Captains' Meetings

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There will be a mandatory Coaches' and Captains' meetings on Thursday, March 15 at **8:30 AM. Coaches in Room 108. Captains in Room 105.** This meeting will be conducted by the tournament chairpersons. Attendance of your coach and captain(s) is mandatory. At this time, all tournament procedures and information will be reviewed and questions will be answered. The head official will be in attendance. Coaches' packages will be given to you if you have not already picked them up before your practice session. Please ensure you have a representative at this meeting as this is where pertinent championship information is provided. Attendance is mandatory and is subject to a \$250 fine if you do not attend. - p. 66 *ASAA Handbook*.

### Opening Ceremonies

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The official Opening Ceremonies of the tournament will be held Thursday, March 15 at CACHS at **9:30 AM. Teams must wear team attire (uniforms or warmups.)** Please have your team arrive 30 minutes before the Opening Ceremonies begin. You will meet in the central hallway to the left of the main entrance. Your host/hostess will help you to get organized for the ceremonies.

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## Game Schedule

The opening game is scheduled on Thursday for 11:00 AM. Games will continue to approximately 6:00PM

## Tournament Banquet

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The banquet will be held **Thursday, March 15** at  
**Lacombe Memorial Centre**  
**5214 50 Avenue, Lacombe**

Doors will open at **6:30 PM** with dinner served at **7:00 PM**. Attendance at the banquet and Opening Ceremonies is compulsory for all team members and coaches. **Your lanyard is your ticket** - please ensure everyone has theirs with them at the door. Dress is semi-formal attire for the banquet. **No jeans please.** Entertainment will include C J Berube, a local Elvis impersonator, and team building games.

If there are any dietary concerns that the banquet staff should be aware of please contact [kreed@cachs.ca](mailto:kreed@cachs.ca) before 12:00 PM, on Monday March 12, to allow time for alternative arrangements to be made. Please confirm that these have been received at your check-in/photo time at CACHS.

## FRIDAY, MARCH 16

Game Schedule

Games are scheduled on Friday between 9:00AM and 10:00PM

## SATURDAY, MARCH 17

Games will begin at 8:00 AM and continue throughout the day.

Playoff Game	Locations	Time
Girls' Consolation Final	LCHS	2:15 PM
Boys' Consolation Final	CACHS	2:15 PM
Girls' Bronze Medal Game	TBD	4:00 PM
Boys' Bronze Medal Game	TBD	4:00 PM
Girls' Final	CACHS	6:00 PM
Boys' Finals	CACHS	8:00 PM

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## MISCELLANEOUS INFORMATION

### ADMISSION:

Each fan will be charged \$2/day for admission to this year's 1A ASAA Boys and Girls Basketball Provincials. Children under 6 are free. In lieu of the admission fee, a non-perishable food donation may be brought. Food donations will be distributed to for the Lacombe Community Foodbank and Clothing Centre. A limited number of Tournament Programs will be available for \$5.00.

### CONCESSION:

There will be a concession open for the duration of the tournament at CACHS, with a variety of healthy hot and cold food and drinks available. There will be NO concession at either LCHS or LCS during the tournament.

### WEBSITE:

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The host website will be kept up to date throughout the tournament. On the site you will find the draw, team biographies, photos, results, SportsCanada.TV and much more at <http://www.asaa.ca/championships/list/basketball>.

Video of available games will be broadcast live from <http://sportscanada.tv/asaa/> Live streaming will be available for most games, and the link is available on the website.

Fees \$10/day, \$15 for one month, \$30/year.

### GAME RESULTS

Updates to the draw and game score sheets will be posted outside of the CACHS gym and uploaded onto the website.

### SOUVENIRS

#### SOUVENIR APPAREL:

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2018 ASAA 1A Provincial apparel will be available through **Gimmics**. They are the official supplier of championship souvenir apparel for the ASAA and will heat press the souvenir apparel on-site at the championships. **Gimmics** will be available Wednesday afternoon - Saturday afternoon.

### PHOTOGRAPHY:

Tournament photos will be taken by [On Sight Photography](#) 1-888-539-1752.

Team pictures will be taken in the **Room 103 at CACHS** 40 minutes **before** your practice. Please come dressed in your team uniforms for your photos. A photographer will be provided throughout the tournament to take action photography. Purchase information will be found at the photo booth at CACHS.

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## AWARDS

### TEAM SPORTSMANSHIP TROPHY:

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The Team Sportsmanship Trophy recognizes the team that best exemplifies good sportsmanship during the tournament. The selection committee will consist of 3-4 people, including one representative from the ABOA, which will name the deserving teams of the tournament, one for each of the boys and girls tournaments. The selection process will be based on the following criteria:

- player-coach relationship;
- player-official relationship;
- player-player relationship;
- coach-official relationship;
- general deportment of the team.

The sportsmanship trophy is not a "consolation" award and will be given to the most deserving team. It will be presented to the winning team in the weeks following the tournament rather than the closing ceremonies.

There will also be **SPORTSMANSHIP PINS** to be handed out to individual athletes, coaches and spectators who exhibit exceptional sportsmanship qualities on a game by game basis. There will be nomination forms available in the Coaches Room and at the score tables if you would like to nominate individual coaches, players, officials, or fans throughout the tournament.

### AWARD CEREMONIES:

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The award ceremonies will follow immediately after the Consolation, Bronze and Gold Medal games in the gymnasium where the game is played. The following awards will be presented:

#### GIRLS

Consolation Champions	John Charyk Plaque
Fourth Place	
Third Place	Mike Marianicz Plaque/15 Bronze Medallions
Finalist	Robert Clark Plaque/15 Silver Medallions
Championship Trophy	Ethel Cuts Plaque/15 Gold Medallions/ Provincial Banner/T-shirts

#### BOYS

Consolation Champions	Eugen Katerenchuk Plaque
Fourth Place	
Third Place	Lee Fiarbanks Plaque/15 Bronze Medallions
Finalist	Ben Brooks Plaque/15 Silver Medallions
Championship Trophy	Bob Neufeld Plaque/15 Gold Medallions/ Provincial Banner/T-shirts

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## GAME PROCEDURES AND INFORMATION

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### OFFICIAL GAME BALLS AND PRACTICE BALLS

The official game ball will be the Spalding Top Flight TF 1000. Teams are requested to bring their own practice balls.

### COACHES AND OFFICIALS HOSPITALITY ROOM

Room 105 will be designated as the hospitality room. Light refreshments will be available.

### CHANGE ROOMS

Teams will have Home and Guest change rooms in the gymnasiums each day of the tournament. Please note the host venue is not responsible for lost or stolen articles, so have plans for the storing of valuables. Teams are to change in designated areas only and to place their bags behind their benches.

### HOSTS / HOSTESSES

Each team will be assigned a host or hostess for the duration of the tournament. Some of their duties include:

- leading each team into the Opening Ceremonies
- opening and locking change rooms
- acting as the team's tour guide and liaison

### GAME PROCEDURES

1. In each game the higher ranked team will be designated as the "home team".
2. The home team will wear their light uniforms and the visitors will wear dark, unless previously arranged. Benches will also be designated as home and visitor.
3. Please ensure you hand in a **correct line-up to the scorer's table ten minutes prior to game time**, with the five starters indicated. As well, our announcer will also ask for a list of your starters. Please be prepared to give the pronunciation of uncommon names.
4. Prior to each game, each team will be led in by its hostess and the five starters will be introduced.
5. One hour and 45 minutes have been allotted per game, until the last three games, which have been allotted two hours. Should a game finish early, starting times of the next game will NOT be moved up. Regardless of timing, there will be a minimum 10 minutes warm up prior to each game and a 10 minutes break for half time.
6. The floor will be swept at half time and in between games. Please keep your players off the court until this has been done.
7. If a team is more than 15 minutes late for a game, it will forfeit that game. If a special problem arises that causes a team to be late, the coach can present an appeal to the Grievance Committee.

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## **ASAA CODE OF ETHICS**

Please refer to the ASAA Handbook.

### **RULES/POLICY**

It is incumbent upon all coaches and participants to be aware of ASAA policy as identified in the ASAA Handbook. Specifically for this event, these policies include player eligibility (pp. 37-38), supervision (p. 51) and basketball (pp. 79-89).

### **DISCIPLINE AND MISCONDUCT**

Breaches of the ASAA Code of Ethics are treated seriously and, as hosts, we are required to immediately report to ASAA office any breaches that come to our attention. A portion of the ASAA Code of Ethics states, "Any conduct, including, but not limited to ejections, fighting, and drug and alcohol use, that results in dishonor to the athlete, the team, the school or the ASAA, will not be tolerated." (p. 29).

### **GRIEVANCE COMMITTEE**

All ASAA provincial championship hosts will convene a discipline/appeal committee. The committee will have the authority to address issues of a serious nature that may occur before, during, or after a provincial championship match, or to hear appeals of the automatic suspension resulting from an ejection. (see ASAA 2017-2018 Policy Handbook). The committee may include, but not be limited to, the tournament chairperson, an official, and two coaches not in conflict with the issue. Coaches wishing to volunteer may do so at the coaches' meeting. All grievances will be referred to the Tournament Chair who will in turn make a presentation to the Grievance Committee. The decision of this committee is final and not subject to appeal.

### **LOCAL RULES**

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1. Players are asked to refrain from changing outside designated change rooms. Please do not change in the hallways outside classrooms or at the bench in the gymnasium itself.
2. ASAA prohibits artificial noisemakers at provincial competitions. These include, but are not limited to: cow bells, horns, drums, garbage can lids, and plastic bottles filled with coins.
3. Abusive behaviour, including vulgar, obscene language or gestures, may be cause for expulsion from the gymnasium.
4. Spectators are asked to stay off the court at half time and in between games to allow for sweeping.
5. All warm-up music will be provided by CACHS School.
6. Please respect the safety of the players by kindly removing all soiled/dirty outdoor shoes before entering the gymnasium.

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7. All schools and gymnasiums are smoke-free. Smoking is not allowed anywhere in the school or on the school grounds.

## **Parking**

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**Parking is at a premium at all three tournament locations. Please drop athletes off and park team busses in subdivisions surrounding schools and not in school parking lots.**

Stalls for Custodial and emergency vehicles must be left open at all times. Both CACHS and LCS are located in residential areas. Please be polite to house owners if you park near their property.

CACHS - additional parking on west side of school, through the regular parking lot.

LCHS - Parking along streets Thursday and Friday - in the south parking lots on Saturday. Buses can drop off their students by entering along the west side of the school and letting them exit at the northwest doors. Then the bus must park within the residential areas to the south.

LCS - Parking along streets both south and north of LCS.

## **First Aid**

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Teams must provide their own medical supplies and plan to do their own taping. There will be a qualified First Aid Practitioner available at all times, but there will not be a trainer. Ice will be available upon request. Lacombe Hospital is located a few minutes away from all of the schools, in the event of an emergency.

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# **EMERGENCY ACTION PLAN**

**Fire, Police and Ambulance: 911**

## **Basic Procedure**

- Assign someone to call emergency services if needed informing them of the service needed.
- Describe the incident and situation briefly
- Give the address of the specific location
- Send a person to meet emergency personnel outside the main entrance of the school.
- Clear a path for Emergency Vehicles in front of the main entrance of the school.

## **Central Alberta Christian High School**

22 Eagle Road, Lacombe

## **Lacombe Composite High School**

5628 - 56 Ave, Lacombe

## **Lacombe Christian School**

5206 58 St, Lacombe

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