



**Alberta Schools' Athletic Association**

**Tier 2 Team Handball  
Provincial Championships  
April 25-27, 2019**

**Proudly Hosted by Bentley School**

## Tournament Chairperson

### Stephen Lush

Vice-Principal & Athletic Director, Bentley School

[stephen.lush@wolfcreek.ab.ca](mailto:stephen.lush@wolfcreek.ab.ca)

Office – (403)-748-3770 Cell – (403)358-8493

## Tournament Assistant Chair & Treasurer

### Marsha Lush

Administrative Assistant, Bentley School

[marsha.lush@wolfcreek.ab.ca](mailto:marsha.lush@wolfcreek.ab.ca)

Office – (403)748-3770 Cell – (403)358-9451

## Tournament Venues

<b>Bentley School, Bentley:</b>	5314 - 49 Street , Bentley
<b>Bentley Ag Center, Bentley:</b>	5202 – 51 Street, Bentley
<b>Ecole Lacombe Composite High School:</b>	5628-56 Ave, Lacombe
<b>Central Alberta Christian School:</b>	22 Eagle Road, Lacombe

## Tournament at a Glance

### Thursday, April 25<sup>th</sup>:

<b>1:00 – 5:15 PM</b>	Team Photographs	Bentley High School, Bentley
<b>5:30 PM</b>	Coaches & Captains Meeting	Bentley Ag Center
<b>5:30 PM</b>	Doors Open to Banquet	Bentley Ag Center
<b>6:30 PM</b>	Banquet & Opening Ceremonies	Bentley Ag Center

### Friday, April 26<sup>th</sup> & Saturday, April 27<sup>th</sup>

<b>8:30 AM – 10:00 PM</b>	Tournament games at Lacombe Composite High School & Central Alberta Christian High School. Awards will follow the completion of each medal game; please refer to game schedule
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## Registration & Team Information

**Registration, photographs, and team information deadline is noon, Mon, April 22, 2019. This deadline will be strictly adhered to.**

Coaches please fill out the online forms with as much information as possible for the program. The more you submit, the more meaningful it will be to your athletes. **Please fill out your roster in numerical order from smallest to largest.**

To register online for the ASAA Tier 2 handball championship go to <http://provincials.asaa.ca/> then click on Team Handball - >Bentley School-> Registration (include: Roster, team history, team picture, logo, banquet tickets) The photo, logo and team history will be used in the tournament program which will be assembled Tuesday afternoon.

## Registration & Banquet Fees

**Tournament Entry Fee:** \$300 per team

**ASAA Loonie Fees:** \$1 per athlete, goes toward ASAA Pay It Forward Scholarship for student athletes.

**Banquet Fees:** \$30 per attendee (mandatory for each official team party)

Banquet tickets must be ordered in advance when you register using the online registration form. Your official team party consists of all players, managers, coaches and trainers. Due to limited space, there are no banquet tickets available for parents or fans. Dress for the banquet is business casual/semi formal. No denim or shorts please.

**Please make all cheques payable to Wolf Creek Public Schools. (Tournament fee, loonie fee & banquet fees).**

## Tournament Schedule

An official championship schedule will be available on the ASAA website **Wednesday, April 24th**. Hard copies will be distributed to team officials at the coaches' meeting and will be available at the venues. Teams should be prepared to play at both venues throughout the day on Friday and Saturday. Due to the large size of the tournament, games will begin early in the day and finish late in the evening. **All results will be posted on the ASAA website at <http://www.asaa.ca> and click on the Provincial Championships Host Website tab, click on the Team Handball icon, click on Bentley School – Team Handball 2019.**

## Accommodations

### Lacombe

#### **Best Western Plus Lacombe Inn & Suites**

4751-63 St, Lacombe (403) 782-3535

30 rooms have been blocked off for teams only. Rooms are booked under Handball Provincials. Rooms are booked until April 15<sup>th</sup> and then will be release to the public.

#### **Greenway Inn**

5402 AB-2A, Lacombe (403) 782-7826

#### **Lacombe Country Club**

6205-50 Ave, Lacombe (403) 782-7878

#### **Lacombe Motor Inn**

5136 Hwy 2, Lacombe (403) 782-2424

Please note: If all hotels are booked in Lacombe, you can search hotels in Blackfalds or Red Deer.

## Photographs

Official team photographs will be taken at Bentley Jr/Sr High School, from 1:00 PM to 5:30 PM. Photograph times will be scheduled after all teams have registered and the team picture schedule will be posted on the ASAA website by **Wednesday, April 24<sup>th</sup>**. Please have your teams in their uniforms for the formal photograph. Your team must take a team photograph for the ASAA.

The price for 1 – 8 x 10 team picture is \$20. Team photos will include the tournament logo, year and team name.

## Coaches & Team Captain Meeting

A coaches' meeting will take place 5:30 PM, Thursday, April 27th at Bentley Ag Centre (5202-51 Street). It is mandatory for at least one coach or team official and team captain per team to attend. A fine of \$250 can be applied to any school that does not have a coach at the meeting under ASAA policy.

## **Banquet & Opening Ceremonies**

The banquet and opening ceremonies will be hosted at the Bentley Ag Center, 5202 – 51<sup>st</sup> Street, Bentley. The door will be open to the banquet at 5:30 PM, Thursday, April 25<sup>th</sup> with dinner served at 6:30 PM. Following the dinner, there will be a few formal speeches and opening ceremony presentations. The guest speaker for the banquet is Ian Lush.

## **Results**

Results will be posted on the ASAA website [www.asaa.ca](http://www.asaa.ca). On the left hand side of ASAA website, click on Championship Host Website tab, click on Team Handball, click on Bentley School Team Handball 2019 for results.

## **Sportsmanship**

Sportsmanship is vitally important and highly valued by the ASAA. A Sportsmanship plaque will be awarded to the team that displays appropriate conduct & sportsmanship both individually and at a team level throughout the Championship. Pins will be handed out throughout the Championship to individuals & spectators who display sportsmanship in their words & actions. The sportsmanship committee will be deciding who receives these awards.

## **Awards**

Award and medal presentations will occur immediately following their respective games. Plaques/awards will be displayed at the banquet and at each respective schools during the tournament.

## **Merchandise**

We will be selling official tournament merchandise at Ecole Lacombe Composite High School on Friday, April 26<sup>th</sup> and Saturday, April 27<sup>th</sup>. All sales are cash only!

## **First Aid**

First aid/Athletic therapy will not be available at either venue. Ice will be available on request for injuries. All participating teams are required to bring their own first aid kits and athletic tape. The Lacombe Hospital (5430-47 Ave, Lacombe, AB) is a 3 minute drive from either gym.

## **Minor Officials**

Minor officials will consist of students and parents. Please treat these individuals with respect and dignity at all times.

## Grievance Committee

There are two key functions of the Grievance/Discipline Committee at ASAA provincials. The first function is to deal with matters that occur during competition, typically discipline/conduct issues, and appeals that may arise from ejections. The second function is to handle any other matters that arise that require dispute resolution. A reminder that a coach or player disqualified will receive a one-game suspension. If it is the teacher supervisor that is disqualified, and no other teacher supervisor is available for that team, the team will not be allowed to participate in their following game.

A 3-person grievance committee will exist in the event a team wishes to file a grievance. The members of the grievance committee will consist of Stephen Lush, ASAA representative and the head official.

## Team Uniforms

Teams should have two contrasting sets of matching team uniforms. Goalies must wear a contrasting colour. Pinnies will be available in the event that two teams are wearing the same colour.

## Official Game Ball

The official game ball will be an Alberta Team Handball Federation approved Size 3 ball (boys) and Size 2 ball (girls).

## Practice Balls

Participating teams are required to bring their own handballs for warm-ups. Please do not use handballs in hallways or change rooms.

## Change Facilities

Athletes will have access to change rooms before and after matches. Please keep all valuables with you, as these rooms will not be secured. **Athletes must change in the change rooms provided.**

## Coaches/Officials Room

Each venue will have a coaches'/officials' room where snacks and beverages will be provided.

## Concessions

There will be a concession at Ecole Lacombe Composite High School throughout the tournament.

## Tournament Admission

<b>Single Day Admission:</b>	Adults - \$5.00, Junior/Senior High Students - \$3.00, Elementary students and younger – Free, when accompanied by an adult
<b>Tournament Programs:</b>	\$2.00

## Spectators

Spectators are required to follow a positive code of conduct. All athletes, coaches, and officials are to be respected and encouraged. Artificial noisemakers are not permitted.

There is limited spectator room in either gymnasium. Please ask your team members and your spectators to “squeeze in” to afford more people a chance to sit. Please keep your feet outside the court area.

## ASAA Code of Ethics

All athletes, coaches and spectators are expected to abide by the ASAA code of ethics. Information regarding the ASAA’s code of ethics can be found on Pages 26 – 30 of their 2018/19 Handbook.

## Emergency Reponse Plan

### Central Alberta Christian High School Emergency Response Plan

1. In case of an emergency, call 911.
2. Give address of school. (22 Eagle Road, Lacombe)
3. Explain the nature of the injury.
4. Report back to coach/committee member.
5. Meet ambulance. Direct EMS to location of injury.
6. The nearest health care facility is the Lacombe Hospital. It is located at 5430-47 Ave, Lacombe . The phone number is 403-782-3336

### Lacombe Composite High School Emergency Response Plan

AED machine is located in the auxillary gym (inside west doors 1170)  
Two muster areas (south & north areas outside of the school).

**The term LOCKDOWN will be repeated several times.**

Upon hearing the warning, **coaches/adults will:**

1. Vacate all hallways and open areas to find secure, locked locations.
2. Immediately lock themselves and their students in their respective classrooms/areas.
3. Quickly close all blinds and window coverings; turn off all lights.
4. Instruct students to sit quietly on the floor, hidden from outdoor sightlines.

5. Call 911 if the location of an active shooter is known; advise police, to your best ability, the exact location of the shooter.
6. Stay in their respective classrooms/areas until the Incident Commander issues ALL-CLEAR AND doors are opened by Incident Commander or the Police.

Upon hearing the warning, **athletes will:**

1. Vacate all hallways and open areas to find secure, locked locations.
2. Comply with all staff directions, orders, and requests.
3. Sit quietly on the floor, hidden from outdoor sightlines.

Athletes, coaches and spectators **who are unable to find secure locations will:**

1. Quickly leave the building through the nearest door.
2. Proceed to one of the following buildings
  - On the west side of the school proceed to AFSC.
  - On the east side of the school proceed to the City Office.
3. Wait at these locations until the Tournament Coordinator or Police indicates otherwise.

Athletes, coaches and spectators who are unable to find secure locations and **unable to leave the building should:**

1. Proceed to the nearest washroom.
2. Enter a stall and lock it.
3. Position their feet so they are not visible under the stall partitions.
4. Remain quiet.

**Quietly await further instruction and do not leave your place of safety until you hear an "ALL CLEAR" repeated by the Incident Commander and doors are opened by Incident Commander or the Police.** In the event of a fire alarm, staff and students are to remain in their protected areas. After the ALL CLEAR details on the situation will be explained.

## **FIRE - EVACUATION FROM THE SCHOOL**

1. At the sound of the fire alarm, everyone will file out in an orderly manner to the designated muster areas (south & north sides of the school). Do not allow athletes to stand on the street as emergency vehicles will need access. The tournament coordinator will call 911 and meet the fire department.
2. The first two people to reach the exit doors will remain there and hold the doors open until everyone have passed through. They will then join the group in the designated assembly area.
3. Coaches/teacher supervisors will take attendance and assign an athlete to report absences to the attendance collection officers. Coaches will remain with their teams at all times.
4. Coaches/adults should be the last to exit all areas. Please make sure all doors are closed. Do not turn off the lights.
5. An announcement or a verbal invite by the tournament coordinator will be used to indicate it is safe for coaches & athletes to go back inside the school.



## Venue Rules

All venues are smoke-free facilities. Smoking or vaping is not allowed in the building or on school property.

All venues are “hat free” schools during school hours.

Please remind athletes & spectators that during games on Friday and Saturday, they should not be wandering through the halls at any of the venues. Please keep noise to a minimum in the hallways.

Bentley School, Lacombe Composite High School & Central Alberta Christian School are not responsible for any lost or stolen items. Please inform your teams to take care of their personal belongings.

## Parking Information

### **Parking Instructions for Lacombe Composite High School**

#### **Parking Don'ts:**

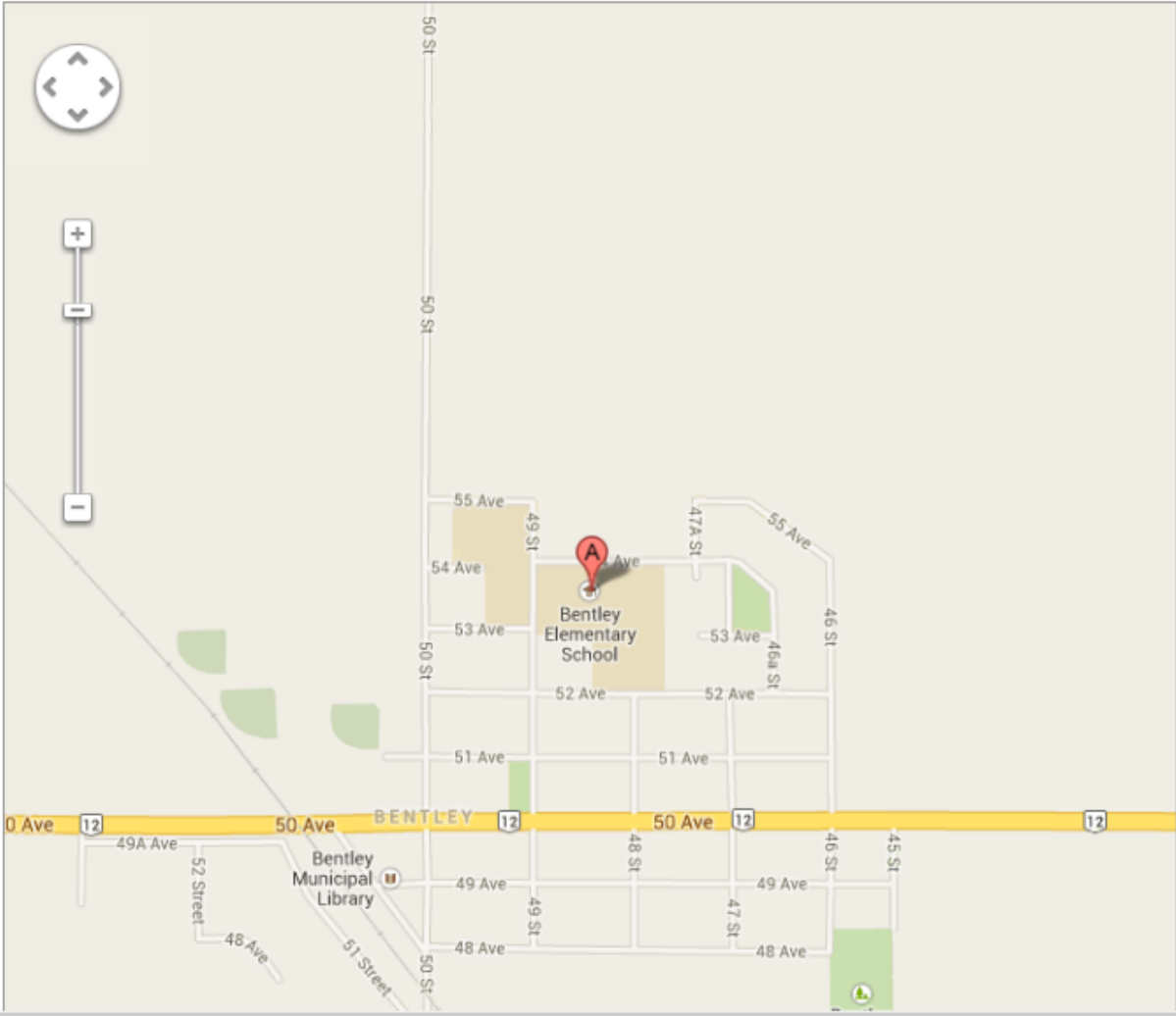
- 1) Absolutely NO parking on the ring around the high school before 4:00 pm on Friday.
- 2) Absolutely NO parking in student parking lots to the East and West or the staff parking lot until 4:00 pm Friday.
- 3) No parking in front of the school until after 4:00 pm on Friday.

#### **Parking Do's:**

- 1) After 4:00 pm Friday and all day Saturday, feel free to park anywhere around the school.
- 2) Before 4:00 pm Friday, park along 56<sup>th</sup> Ave or 56<sup>th</sup> Street to the South of the high school

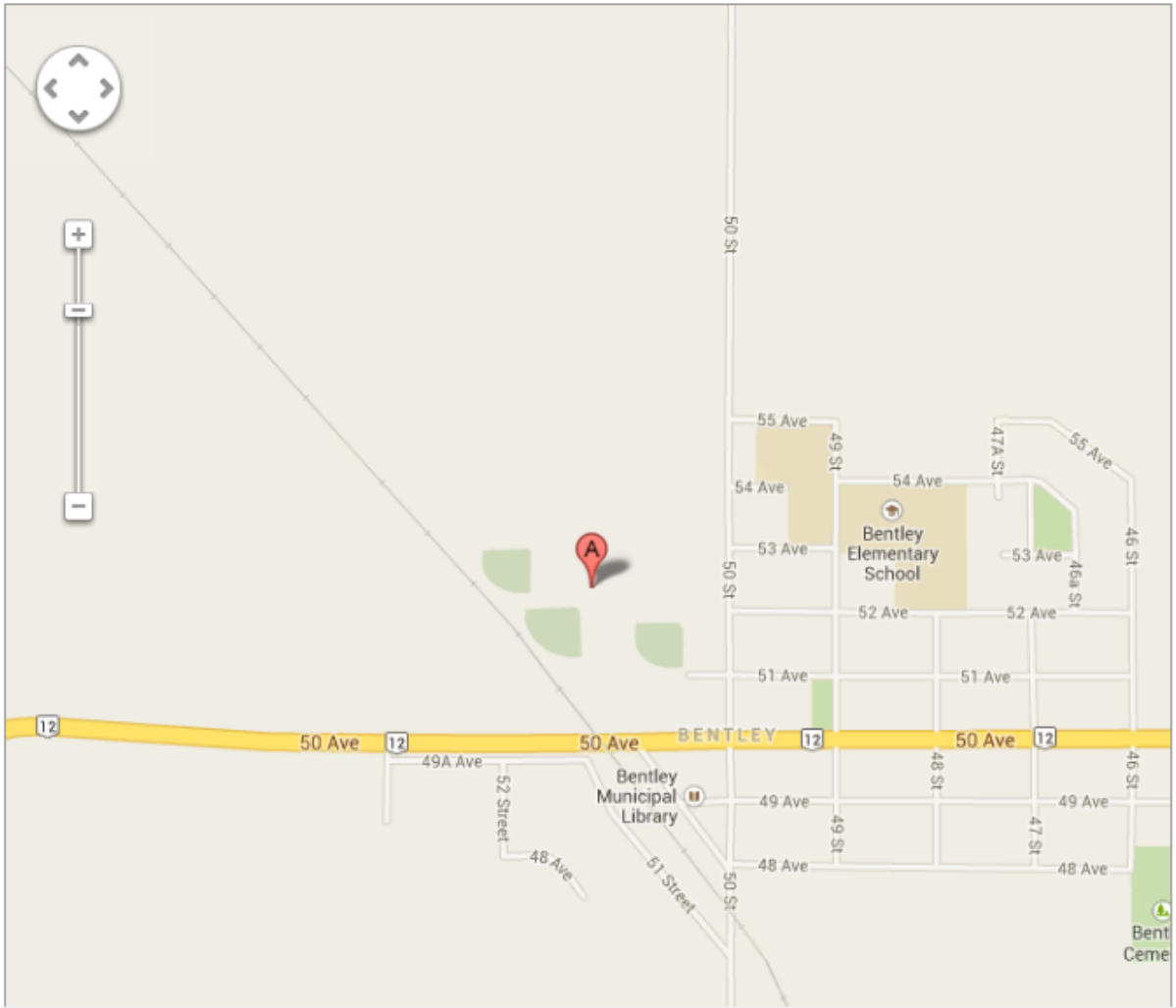
### **Parking Instructions for CACHS:**

1. CACHS is located in a residential neighbourhood & being neighbourly is our priority.
2. No parking or driving on grass.
3. Staff parking is located on the south side of the school facing the school & reserved for staff only.
4. All other parking spots are available on a first come basis.
5. Buses are to park in the west parking lot or on the street. No buses in the south parking lot.

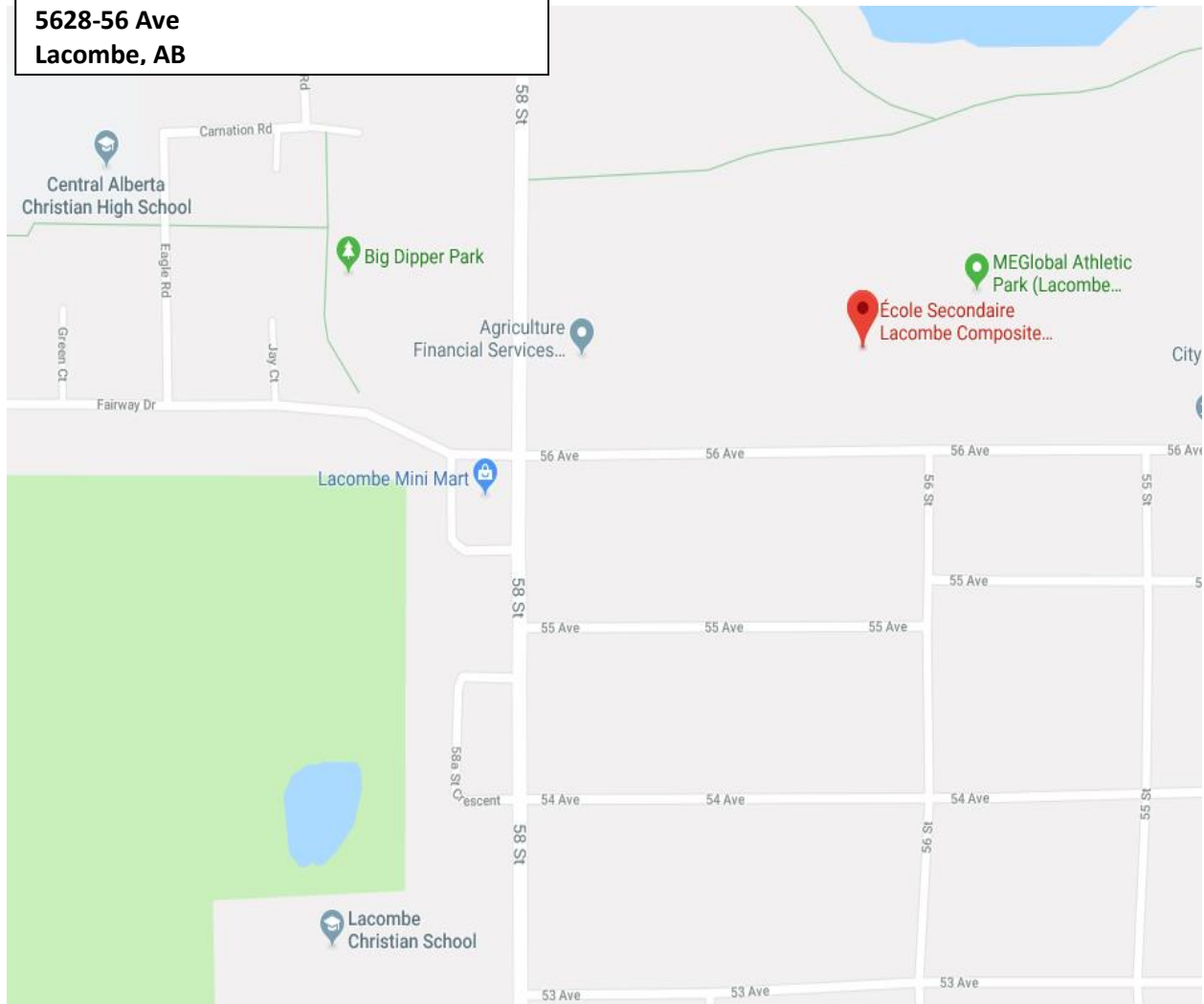




Bentley Ag Centre  
5202-52 Street  
Bentley, AB



**Ecole Lacombe Composite High School**  
**5628-56 Ave**  
**Lacombe, AB**



### **Parking Instructions for Lacombe Composite High School**

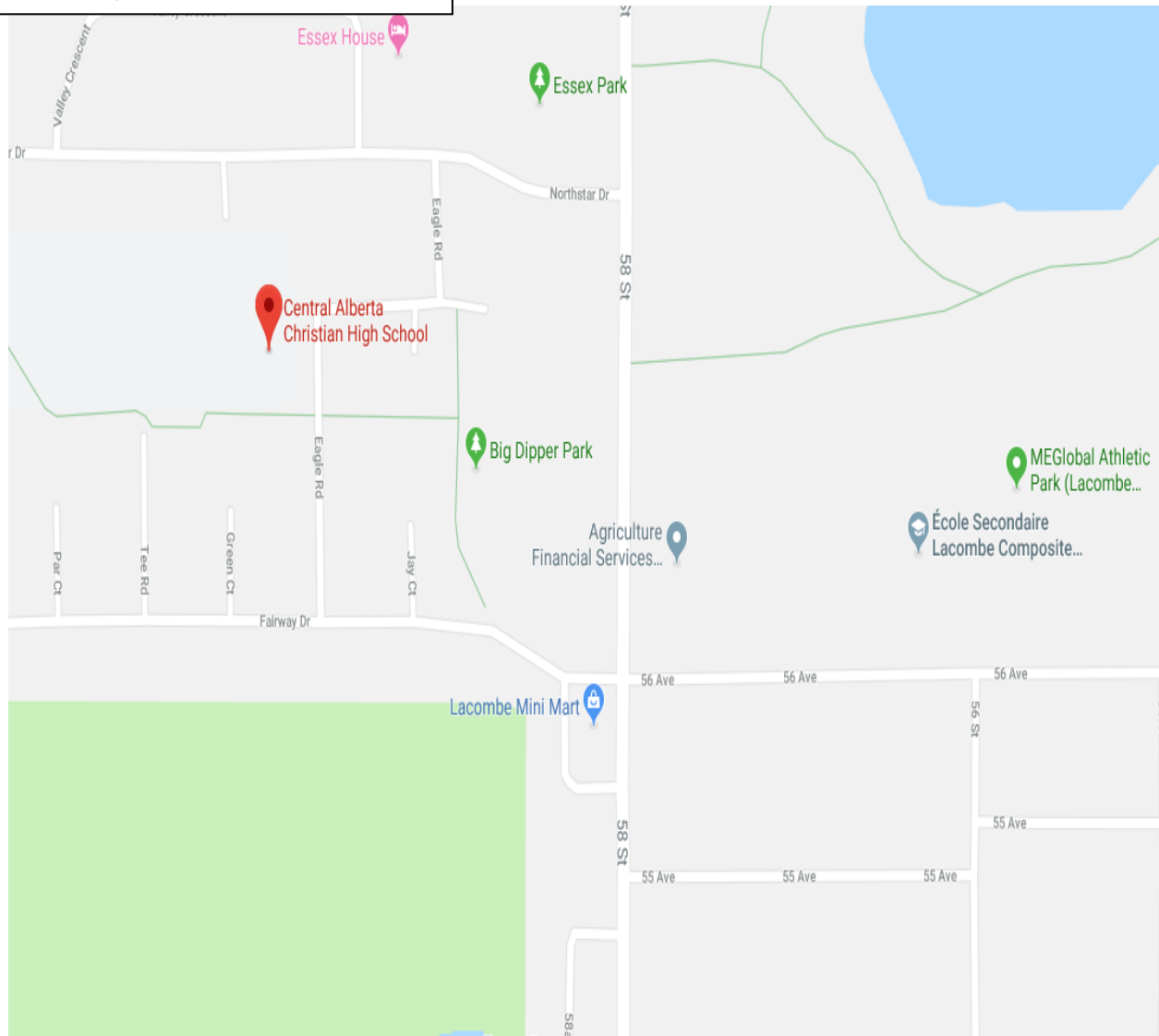
#### **Parking Don'ts:**

- 4) Absolutely NO parking on the ring around the high school before 4:00 pm on Friday.
- 5) Absolutely NO parking in student parking lots to the East and West or the staff parking lot until 4:00 pm Friday.
- 6) No parking in front of the school until after 4:00 pm on Friday.

#### **Parking Do's:**

- 3) After 4:00 pm Friday and all day Saturday, feel free to park anywhere around the school.
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**Central Alberta Christian High School**  
**22 Eagle Road**  
**Lacombe, AB**



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