



High Level Public School

9705 105 ave

High Level, AB T0H 1Z0

Phone: 780-926-3706

Fax: 780-926-2726

Website: <https://www.asaa.ca/championships/site/2019-2a-boys-basketball>

2A Boys Basketball Provincial Championship March 14-16, 2019 High Level Public School

Tournament chairs:

Tournament chair

Andrew Ostrowerka

Cell: 780-717-9920

Email: andrewo@fvsd.ab.ca

Tournament Co-chair

Jordan Tobin

Cell: 780-285-0805

Email: jordant@fvsd.ab.ca

Grievance Committee: Andrew Ostrowerka, Jordan Tobin, two neutral coaches, Head official

Note: Potential conflicts of interest will be considered with grievance committee member selection.

Sportsmanship Committee: Kemoy Shaw, Sean Price, Megan Paynter, Shirley Johnson

Registration Deadline:

Registration will occur online through the ASAA Provincial Championship website. Please include team information (roster with player position, height, and number), a team picture, team history, logo, and banquet tickets. Deadline for registration is March 11th, 2019

Accommodations:

Rooms have been blocked off at the Super 8, the Mirage Best Western and the Flamingo Inn.

Flamingo Inn

Please reference "2A Boys Basketball Provincials" when booking

9802 97 St

High Level, AB T0H 1Z0

(780) 926-8844

Singles \$79 (breakfast not included)

Doubles \$89 (breakfast not included)

Reference: HLPS Provincials

Mirage Best Western

Please reference "2A Boys Basketball Provincials" when booking

9616 AB-58, High Level, AB T0H 1Z0

(780) 821-1000

Please Reference: 2A Boys Provincials

Super 8

Please reference "2A Boys Basketball Provincials" when booking

9502 114 Ave, High Level, AB T0H 1Z0

(780) 851-1507

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Tournament at a Glance:

Event/Activity	Time	Date
Registration Deadline	12:00 pm	Monday, March 11th
Team Pictures	10:15 am -8:45 pm	Wednesday, March 13th
Practice Times	11:00 am -8:45 pm	Wednesday, March 13th
Coach/Captains meetings	8:00-8:20 am	Thursday, March 14th
Opening Ceremonies	1:30 pm	Thursday, March 14th
Banquet	7:00-8:30 pm	Thursday, March 14th
Game Schedule	9:30 am- 5:45 pm	Thursday, March 14th
	9:00 am- 11:00 pm	Friday, March 15th
	8:30 am-9:30 pm	Saturday, March 16th

Photo/Practice Schedule

Team Picture	Time	Team Practice	Time
High Level Public School	10:15-11:00 am	High Level Public School	11:00-11:45 am
La Crete Public School	11:00-11:45 am	La Crete Public School	11:45-12:30 pm
Holy Redeemer High School	11:45-12:30 pm	Holy Redeemer High School	1:15-2:00 pm
OPEN	1:15-2:00 pm	OPEN	2:00-2:45 pm
Our Lady of Mount Pleasant	2:00-2:45 pm	Our Lady of Mount Pleasant	2:45-3:30 pm
JR Robson High School	2:45-3:30 pm	JR Robson High School	3:30-4:15 pm
Rundle College	3:30-4:15 pm	Rundle College	4:15- 5:30 pm
Holy Cross Collegiate	4:15- 5:30 pm	Holy Cross Collegiate	5:30-6:15 pm
Calgary Christian	5:30-6:15 pm	Calgary Christian	6:15-7:00 pm
Willow Creek	6:15-7:00 pm	Willow Creek	7:00-7:45 pm
OPEN	7:00-7:45 pm	OPEN	7:45-8:30 pm
Immanuel Christian	7:45-8:30 pm	Immanuel Christian	8:30-8:45 pm

Change Room Schedules		
<i>Game</i>	<i>Home</i>	<i>Away</i>
Thursday		
1	La Crete	St. Gabriel the Archangel
2	Holy Cross	Calgary Christian
3	High Level	Millwoods Christian
4	JR Robson	Holy Redeemer
Friday		
5	Winner Game 1	Willow Creek
6	Winner Game 2	Immanuel Christian
7	Winner Game 3	Rundle College
8	Winner Game 4	Our Lady of Mount Pleasant
9	Loser Game 1	Loser Game 2
10	Loser Game 3	Loser Game 4
11	Winner Game 5	Winner Game 6
12	Winner Game 7	Winner Game 8
Saturday		
13	Loser Game 5	Loser Game 6
14	Loser Game 7	Loser Game 8
15	Loser Game 9	Loser Game 10
16	Winner Game 9	Winner Game 10
17	Winner Game 13	Winner Game 14
18	Loser Game 11	Loser Game 12

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19	Winner Game 11	Winner Game 12
PLEASE NOTE - Teams will have access to the change rooms 30 minutes before their games, 10 minutes at halftime and 20 minutes after their games. Teams are reminded to NOT leave their possessions in the changeroom as we will have teams overlapping with room use. Home teams - Please wear light coloured jersey's.		

Payments:

Entry Fee: \$530

Banquet: \$25 per ticket

ALL PAYMENTS including the entry fee, banquet fees and ASAA "Pay It Forward Scholarship" Loonie Fee must be paid in one cheque payable to High Level Public School, to be handed in at the Coaches Meeting at 8 pm on Wednesday night. A receipt for the tournament fees will be given to coaches at that time. With payment please indicate number of banquet tickets needed with cheque.

Captains/Coaches Meeting:

Both coaches and captains meeting will take place at High Level Public School on Thursday at 8:00 am. The coaches meeting will take place in the conference room, where coaches will receive a team package with the most up to date information package if they have not recieved at their photo/practice time. **ALL PAYMENTS** including entry fee are due at this time. This meeting is mandatory for all coaches, invite head official, ASAA Commissioner and ASAA representative. Teams that fail to send a representative to this meeting will be subject to a \$250 fine.

The captains meeting will take place in the student gathering area. Both meetings should run about 30 minutes.

TIME CHANGED TO 8 AM THURSDAY, MARCH 14TH

BANQUET:

Banquet attendance is mandatory for all teams. Please indicate the number of official team members, including coaches, players, and managers that will be attending the banquet (maximum 18 tickets per team). Dress code for the banquet is business casual or team wear. The banquet will cost \$25.00 per ticket. Doors will be open at 7:00 pm program and dinner to start at 7:30 pm. Directions to banquet attached at the end of the document.

Directions to Banquet(map on page 10):

1. Turn left onto 105 ave when leaving the HLPS parking lot
2. Turn left onto 102nd street, follow for 350m
3. Spirit of the North Community School will be on your left.

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4. Parking will be in the first parking lot on the left for buses and the next parking lot on your left for cars/trucks

ASAA "PAY IT FORWARD SCHOLARSHIP" LOONIE FEE:

\$1 per athlete (Please include this payment in the cheque for entry fee and banquet.)

PARKING:

Parking will be available in the main parking lot of the school, located on the west side of the school. The parking has direct access to the gym entrance. Buses, will need to park on the west end of the parking lot. Buses will back into this reserved area. Please see attached parking map on page 15. Overflow parking for Friday and Saturday is located at Florence MacDougall School in the bus lanes, located at 10802 Rainbow Blvd, High Level, AB T0H 1Z0, just behind High Level Public School.

OPENING CEREMONIES:

Opening ceremonies will take place on Thursday, March 14th at 1:30 pm at High Level Public School gymnasium. Please have your athletes dress in their uniforms or team apparel and wearing indoor shoes. Students will be given direction and lead into the gymnasium by their team host/hostess.

PLAQUES:

The consolation plaque, fourth place plaque, third place plaque and bronze medals will all be handed out once those games are finished. This will allow teams to start heading home earlier if needed. Closing Ceremonies and gold / silver award presentations will take place after the final game on Saturday.

GAME SCHEDULE:

Please note that the highest ranked team will be designated as the Home Team for games and should wear their light colored uniforms. The High Level Public School Bears will always be designated as the Home Team.

Results:

Game results will be posted on the championship website as well as in the main gymnasium foyer at High Level Public School.

PRACTICE / WARM-UP BASKETBALLS:

All basketballs will be provided by HLPS for team practices, pre-game warm-ups, and games. Please do not bring your own basketballs.

SHOWER FACILITIES:

Shower facilities are only available in the change rooms in the gymnasium. **The designated home team (higher ranked team) may use the BOYS change room while the away team**

(lower ranked team) will take the GIRLS change room. Changerooms will marked with HOME and AWAY on the door. Please do not bring valuables into the gym or gym change rooms during games. High Level Public School will not be responsible for lost or stolen goods.

TEAM HOST / HOSTESS:

There will be one or two host students assigned to each team during the tournament to assist them when needed. They will also be with the teams during the Opening Ceremonies to direct each team.

SPECTATOR CODE OF CONDUCT:

Spectators should: Consistently give positive feedback to players and others. Welcome opponents. Present positive comments before, during and after the game. Spectators, both student and adult, must demonstrate courtesy and good sportsmanship by positive cheers of encouragement for their team, not against the opposing team. This is evidenced by the absence of booing and vulgarities. Be helpful to others (i.e. willingly offer information about the game, score, scheduling, venue locations, etc. to onlookers) Spectators must also show proper acceptance of officials' judgment. Artificial noisemakers are not permitted during provincial championship tournaments/events. These noisemakers may include but are not limited to: air horns, cowbells, plastic tube horns, garbage can lids, etc. The provincial championship host shall have the authority to eject from the competition facility individuals who, following a warning, refuse to comply with this requirement. For more information please reference the ASAA Policy Handbook, page 27-28.

WEBSITE:

The website will be kept up to date throughout the tournament. On the site, you will find the draw, results, program, photographs, live video streaming information, and much more at www.asaa.ca under the championship page.

Please inform your parents and families that the **live stream will be available free of charge via ASAA YouTube Channel.**

SPECTATOR ADMISSION:

Spectators will be required to pay a cash admission.

Weekend Pass: \$20.00 (includes a program)

Adult Day Pass: \$10.00

Student Day Pass: \$5.00

Children 7 & Under Day Pass: \$5.00

Children 7 & Under Weekend Pass: \$10.00

Program: \$3.00

NOTE: Players & coaches will receive a tournament program in their player bags.

CONCESSION:

An amazing concession will be available Thursday, Friday, and Saturday at High Level Public School. A variety of homemade food and beverage options will be available throughout the tournament. Concession will be cash only. A list of canteen options is available on the website.

Concession is CASH ONLY.

Championship Apparel:

Elite Promotional Marketing is providing the apparel for our Provincial Tournament this year. A variety of items will be for sale in the Common Area, near the canteen. Apparel will be available Wednesday through Saturday.

Will be available during these hours for purchase:

Thursday: 1:30-6:00 pm

Friday: 10:30-4:30 pm

Saturday: 11:45-5:45 pm

HOSPITALITY ROOMS:

There will be a Coaches Room and an Official's Room available throughout the tournament with a variety of snacks and beverages. The coaches room will be the conference room which is attached to the office and is accessible from the main hallway. The official's room will be in the fitness room attached to the gymnasium. School map on page 15.

SCHOOL REQUESTS:

Please view directional signs located in gym foyer.

Children under the age of 12 must be accompanied by an adult.

Please remove outdoor footwear at the gymnasium entrance.

Children under the age of 12 must be accompanied by an adult.

Please remove outdoor footwear at the gymnasium entrance.

HLPS still has normal school on Thursday so please refrain from wandering the halls.

No FOOD in the gymnasium.

MAPS/DESCRIPTION:

A map of the school, directions to banquet, directions to hospital and hotels are attached at the end of this document.

RULES/POLICY:

It is imperative that all coaches and participants are aware of ASAA Policy. Specifically, for this event, player eligibility (pg. 38-40), supervision policy (p.51), and basketball policy (p.82-92). Dunking is allowed but players are prohibited from hanging on the rim.

DISCIPLINE/MISCONDUCT:

Breaches of the ASAA Code of Ethics are treated seriously, and as host we are required to report any breaches to the ASAA office where action may occur. As stated in the ASAA Code of Ethics, "any conduct, including, but not limited to ejections, fighting and drugs, alcohol use, that

results in dishonor to the athlete, the team, the school or the ASAA will not be tolerated" (p. 28-30).

Grievance Committee:

The committee will have the authority to address issues of a serious nature that may occur before, during, or after the Provincial Championship, or to hear appeals of the automatic suspension resulting from an ejection. Please note, a coach or player disqualified will receive a one-game suspension. If it is the teacher sponsor that is disqualified, and no other teacher sponsor is available for that team, the team will not be allowed to participate in their following game.

MEDICAL:

A first aider will be on site at all times and located just outside the gymnasium doors. The **Northwest Health Centre** has been notified of the event.

Northwest Health Centre

11202 100 Ave

High Level, AB

T0H 1Z0

(780) 841-3200

EMERGENCY ACTION PLAN:

Emergency Action Plan

EMERGENCY ACTION PLAN

High Level Public School 9701 - 105th Ave 780-926-3706

- 1) AED is located on the wall immediately outside the main entrance to the gymnasium. First aid kit and ice available in gym offices.
- 2) Cell phone at the score table. Landline inside the main gym office on the desk.
- 3) Ambulance 9-1-1

4) Enter the main gym door of school from the main parking lot (by flag pole). The gym is located immediately through these doors

5) See attached google maps for the best route to the hospital.

When an injury occurs:

1) Take control of the situation. Exercise universal precaution related to blood/body fluids.

2) Do not move the student if they cannot move. Do not remove uniform unless deemed necessary.

3) Assess and evaluate the severity of the situation and decide if further assistance is required

4) If an ambulance is required, then determine the action required to remove the athlete from the playing surface.

5) If an ambulance is called: direct one person to call the ambulance and give the pertinent information to them. Include location, address, and extent of the injury. Ask the person to report back with an ETA.

6) Remain with injured student and address any concerns they have while awaiting medical attention.

7) Do not give food or drink to an injured athlete unless required because of existing medical conditions (ex. Diabetes).

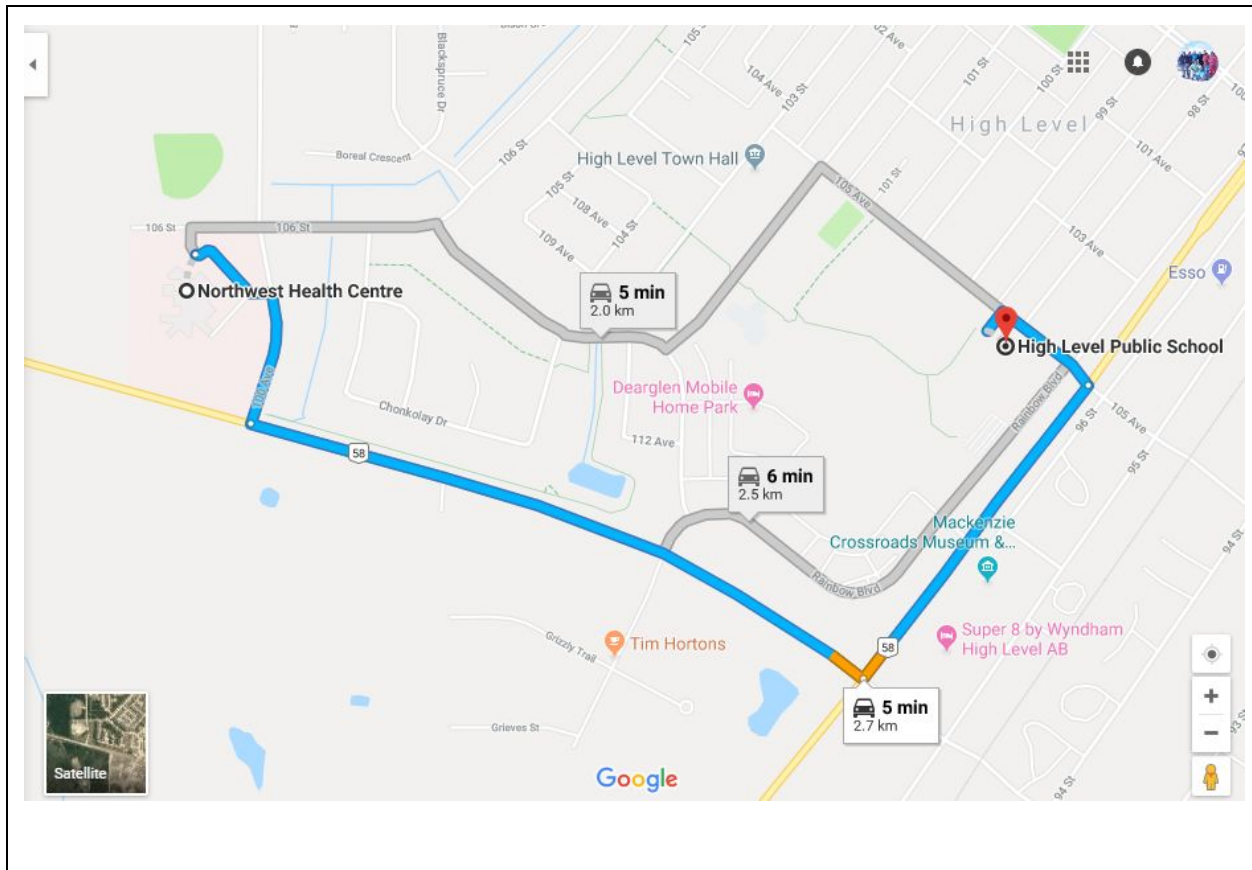
8) Stay calm and reassuring.

- 9) Once the ambulance arrives, explain the situation and what has been done for the injured athlete.
- 10) Designate an adult to accompany the injured athlete to the hospital.
- 11) Parent/guardians of the injured athlete should be contacted as soon as possible following the injury.
- 12) Complete the attached incident/accident report form and return it to the tournament organizer/administration.

PROTOCOL IN EVENT OF AN EMERGENCY

- 1) Call Ambulance or Fire Department 9-1-1.
- 2) High-Level Public School 9701 105 ave (in the gym).
- 3) Indicate the location and nature of the injury.
- 4) Report to coach/Administrator.
- 5) Meet Ambulance.
- 6) Map of school location to hospital & Accident report form are below.

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INCIDENT REPORT & INVESTIGATION

The information collected below will be used for the purpose of determining the cause of the incident described below and will provide valuable information to prevent similar incidents from occurring in the future. All information collected will be protected and used in compliance with the Freedom of Information and Protection of Privacy (FOIPP) Act.

Details of Person Involved In Incident:		<input type="checkbox"/> Male <input type="checkbox"/> Female
Full Name: _____		
School or Worksite: _____		
Position:	<input type="checkbox"/> Student <input type="checkbox"/> Teacher <input type="checkbox"/> Support Staff <input type="checkbox"/> Supervisor <input type="checkbox"/> Custodial <input type="checkbox"/> Maintenance <input type="checkbox"/> Transportation <input type="checkbox"/> Other:	
Supervisor or Teacher: _____		Grade: _____
Family Contacted: <input type="checkbox"/> Yes <input type="checkbox"/> No By Whom: _____		

Details of the Incident:		
Type of Incident:	<input type="checkbox"/> Serious Injury <input type="checkbox"/> Serious Property Damage <input type="checkbox"/> Near-miss ¹ <input type="checkbox"/> Minor Injury <input type="checkbox"/> Minor Property Damage <input type="checkbox"/> Bullying / Fighting	
Location of Incident: _____		
Date of Incident: _____	Time of Incident: _____	AM / PM
Date Reported: _____	Time Reported: _____	AM / PM

Please provide a detailed description of the incident including events occurring immediately before and after the incident. Attach a sketch, diagram or photographs if it will help accurately describe the incident. Witness statements may also be attached if applicable.

Injury Details:							
Body Regions Injured:	<input type="checkbox"/> Head <input type="checkbox"/> Face <input type="checkbox"/> Nose <input type="checkbox"/> Eye <input type="checkbox"/> Ear <input type="checkbox"/> Teeth <input type="checkbox"/> Neck <input type="checkbox"/> Shoulder <input type="checkbox"/> Upper Arm <input type="checkbox"/> Elbow <input type="checkbox"/> Forearm <input type="checkbox"/> Wrist <input type="checkbox"/> Hand <input type="checkbox"/> Finger <input type="checkbox"/> Chest <input type="checkbox"/> Abdomen <input type="checkbox"/> Back <input type="checkbox"/> Buttocks <input type="checkbox"/> Groin <input type="checkbox"/> Thigh <input type="checkbox"/> Knee <input type="checkbox"/> Lower Leg <input type="checkbox"/> Ankle <input type="checkbox"/> Foot <input type="checkbox"/> Other:						
Type of Injury:	<input type="checkbox"/> Abrasion/Scrape <input type="checkbox"/> Bruise <input type="checkbox"/> Burn <input type="checkbox"/> Concussion <input type="checkbox"/> Dislocation <input type="checkbox"/> Fracture <input type="checkbox"/> Laceration/Cut <input type="checkbox"/> Sprain/Strain <input type="checkbox"/> Nose Bleed <input type="checkbox"/> Loose or broken Teeth <input type="checkbox"/> Other:						

▶
WAS FIRST AID PROVIDED? ☐ YES ☐ NO

IF YES, CONTINUE REPORT ON REVERSE.

Report Completed by: _____ Print _____ Signature Date: _____
 Principal/Supervisor: _____ Print _____ Signature

¹ If a near-miss had the potential to cause serious injury or property damage, please complete the corrective action on reverse.

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INCIDENT REPORT & INVESTIGATION

The information collected below will be used for the purpose of determining the cause of the incident described below and will provide valuable information to prevent similar incidents from occurring in the future. All information collected will be protected and used in compliance with the Freedom of Information and Protection of Privacy (FOIPP) Act.

First Aid Details:	
Name of First Aid Provider:	_____
First Aid Qualifications:	<input type="checkbox"/> Emergency First Aid <input type="checkbox"/> Standard First Aid <input type="checkbox"/> Advanced First Aid <input type="checkbox"/> Other: _____
Describe First Aid Provided:	_____
Copy of this report given to injured party: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Copy Refused	

► **WAS FURTHER MEDICAL ATTENTION REQUIRED OR RECOMMENDED?** ☐ YES ☐ NO ◀
 IF YES, CONTINUE REPORT.

Further Reporting Requirements:	
Under certain circumstances, incidents may need to be reported to external organizations. Please refer to the FVSD Health & Safety Program Standard 5 – Incident Reporting and Investigations to help you determine whether or not this incident requires further reporting.	
DOES THIS INCIDENT REQUIRE REPORTING TO WORKPLACE HEALTH AND SAFETY? <input type="checkbox"/> YES <input type="checkbox"/> NO	
DOES THIS INCIDENT REQUIRE REPORTING TO THE WORKERS' COMPENSATION BOARD? <input type="checkbox"/> YES <input type="checkbox"/> NO	
IF EITHER ANSWER ABOVE IS YES, PLEASE CONTACT THE HEALTH & SAFETY OFFICER IMMEDIATELY.	

Corrective Actions:	
Please specify what corrective action will occur to prevent a similar incident from occurring in the future. Also specify who will be responsible for implementing corrective action and a timeline for completion.	

Investigation Team:			
Person #1:	Print _____	Signature _____	
Person #2:	Print _____	Signature _____	
Date of Investigation: _____			

Tactical Lockdown:

A tactical lockdown is used when there is an immediate on-site or in-school threat, which cannot be resolved by evacuating the school. Situations, which require a tactical lockdown, are an intruder in the school, threat on school property or in school area, threat of violence to staff or students or an undetermined hazard in a specific area of the school. If a lockdown is announced, staff and students are to remain in the classroom (or go to the nearest designate), follow all instructions and remain silent. Each classroom will be contacted by front office staff to ensure that all students are accounted for. If staff/student is locked out of classrooms, he/she is to find the closest secure hiding spot and remain there until a staff member has come to let him/her know that it is safe to go back to class. Lockdown drills are conducted at various times during the year.

Lockdown Procedure

1. When you hear the command from the office, "Lockdown, Lockdown BEARS" gather any students who are in the hallway, close and lock your door.
2. Turn off lights and close blinds to all windows.
3. Gather in a spot away from doors and windows so you are not in a direct visual.
4. Students are not to use cell phone or communicate externally. Shut off any devices that may ring or draw attention to your location.
5. All contact with the office will be via e-mail: hpls@fvsd.ab.ca
6. If your e-mail is safely accessible e-mail the administration and secretaries the names of the students, you have with you and any that are not in your class but were there.
7. **Do not under any circumstances open the door.**
8. You will be allowed to return to your regular operations when receive an email from Administration with the CODE WORD: HPLSBEARS(2018) e.g. HPLSBEARS2017 or Administration will come and unlock the door of your classroom.

Suggestions:

- If you prefer to have your door open when you teach, lock it while it is opened. That way you just have to close it.
- You do not have to cover your windows; you just have to make sure that your place of gathering is out of sight.

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Parking Map for High Level Public School



Bus Parking: **Yellow Highlight**

Spectator Parking: **Blue Highlight**

2A Boys Basketball Provincial Championship March 14-16, 2019 High Level Public School

School Map

