

2019 Alberta Bowl

Hosted by the Southern Alberta High
School Football League

Contact Information

Committee Chairman - Brett Ralph, brett.ralph@westwind.ab.ca
SAIAC Coordinator - Morgan Munroe, munroem@holyspirit.ab.ca
ASAA Representative - Joel Bundock, joel@asaa.ca
ASAA Football Commissioner - George Grant, ggrant@cesd73.ca

GAME SCHEDULE

All games will be played at Victoria Sports Park, 350 E 100 N, Raymond, AB T0K 2S0

Friday, November 22

4:00 PM	6-Man Championship
7:00 PM	Tier II Championship

Saturday, November 23

11:00 AM	Tier IV Championship
2:30 PM	Tier III Championship
6:00 PM	Tier I Championship

PRACTICE SCHEDULES

Please Contact Brett Ralph to book a practice time
brett.ralph@westwind.ab.ca

CHANGE/LOCKER ROOM ACCESS

A locker room at the field will be available 1 hour before their scheduled game. Home teams will be in Locker Room 2 and North Teams will be in Locker Room 1 at Victoria Sports Park. Teams will be given a change room at the Raymond High School and the Raymond Junior High 2 hours before their game time.

Game	Team	Pre Game Change Room Access	Locker Room Access	Valuables Locked	Post Game Change Room Access
6 Man - 4 PM	North	2 PM RJHS Gym	3 PM Locker Room 1	Girls Change Room	6 PM RJHS Gym
	South	2 PM RHS Gym	3 PM Locker Room 2	Girls Change Room	6 PM RHS Gym
Tier II - 7 PM	North	5 PM RJHS Gym	6 PM Locker Room 1	Boys Change Room	9 PM RJHS Gym
	South	5 PM RHS Gym	6 PM Locker Room 2	Boys Change Room	9 PM RHS Gym
Tier IV - 11 AM	North	9 AM RJHS Gym	10 AM Locker Room 1	Girls Change Room	1:15 PM RJHS Gym
	South	9 AM RHS Gym	10 AM Locker Room 2	Girls Change Room	1:15 PM RHS Gym
Tier III - 2:30 PM	North	12:30 PM RJHS Gym	1:15 PM Locker Room 1	Boys Change Room	4:45 PM RJHS Gym
	South	12:30 PM RHS Gym	1:15 PM Locker Room 2	Boys Change Room	4:45 PM RHS Gym
Tier I - 6 PM	North	4 PM RJHS Gym	4:45 PM Locker Room 1	Girls Change Room	8 PM RJHS Gym
	South	4 PM RHS Gym	4:45 PM Locker Room 2	Girls Change Room	8 PM RHS Gym

COACHES MEETING CONFERENCE CALL

Coaching meeting will be via conference call on Wednesday, November 20, at 8:00 PM. All coaches will be provided with conference call information on Monday, November 18.

REGISTRATION/TEAM PHOTO & ROSTER

Team Registration will be completed via the ASAA Football Championship Website.

Step 1: Download and complete the ASAA Provincial Roster Form and save it as an Excel File.

Step 2: Fill out the ASAA Provincial Championship Registration Form online. You will need to upload your ASAA Provincial roster form to the registration form.

Step 3: Your school Athletic Director will need to ensure that your team roster is updated in the Sport Registration System (SRS) and indicates which athletes will be attending provincials. A team photo should be added in the SRS.

Note: Each finalist school will be sent an invoice from the ASAA office in the amount of \$550 + \$1 Loonie Fee per Athlete. Please do NOT bring a cheque to the Alberta Bowl.

The deadline to register is Monday, November 18, 2019 at noon.

If you have any difficulties with registration, please contact Joel Bundock

joel@asaa.ca

780-643-1888

TOURNAMENT ENTRY FEES

As per ASAA Policy Section XIV.6.A, each team participating in provincial playoffs will be charged an entry fee as follows:

Quarterfinalists: \$275

Semifinalists: add \$175 to QF fee for a total of \$450

Finalists: add \$100 to SF fee for a total of \$550

Entry Fees are charged as cost recovery only for officials.

Please **DO NOT** bring a cheque with you to Alberta Bowl; the ASAA office will send invoices to all teams at the end of the season.

HOME TEAMS/JERSEY COLOURS

All SOUTH teams are the designated Home teams, as per annual rotation.

All SOUTH teams get preference of which colour they are going to wear.

The SOUTH teams have until the Monday leading up to the Alberta Bowl, to decide what colour they will be wearing and must inform the ASAA office so that the office can communicate & coordinate that with the other teams, so as to avoid any conflicts with jersey colours. If nothing has been communicated to the ASAA office, SOUTH teams will wear home colors and NORTH teams will wear their white jerseys.

ALBERTA BOWL PRE- AND POST-GAME PROTOCOL

For 2019, the Southern Alberta Champions at each level will be considered the home team.

The home team will be expected to wear their home colors for the game while the visitors are expected to wear their white jerseys unless it has been communicated otherwise.

If there is a concern with this (i.e. the home team wants to wear white or teams only have one jersey) home teams will have until Monday at noon to declare their intentions. Teams who do not comply will be subject to disciplinary action from the ASAA Executive Committee.

PRE-GAME PROTOCOL:

You can take the field whenever you like for warm-up within 1 hour of your game time if you are the first game of the day. If you have a game preceding, you please wait until the conclusion of the Awards Ceremony for that game prior to taking the field for warm-up unless otherwise directed. The clock will be set to run to 0:00 approximately two minutes prior to the scheduled start of your game. With 10:00 left on the clock prior to your game, please return to your dressing room. At 0:00 you will be expected to have your team lined up in numerical order in the walkway leading to the field. Visiting team will line up first with the home team lined up behind them. Please follow the Field Controllers instructions from there. The Visiting Team will be announced first. All players will be announced. When they are announced, players are expected to run down the sidelines to their respective 45 yard line where they will turn and run up that line until their entire team is out. Then the home team follows suit.

DO NOT GO TO YOUR BENCH.

Teams will stand on their respective 45 yard lines facing each other. From there, the officials will hold the Captains meeting. Home team calls the coin flip. Captains will then return to the 45 yard lines for the playing of the National Anthem that will start when the head referee takes off his hat.

Play Ball!

POST-GAME PROTOCOL:

Immediately following the game, save any post-game discussions for the locker room. Please give a quick three cheers for your opponent then shake hands. Demonstrate Sportsmanship – As disappointing as it may be to lose a game of this nature, please keep in mind the bigger picture and continue with the post-game protocol rather than leaving the field. Teams who do not follow the post-game protocol will be fined. Following the shaking of hands, please line up on your respective 45 yard lines **with helmets off**. The silver medals will be presented first. After the medals are handed out, the captains of the silver medalist team will step forward to receive the finalist plaques. Note that the silver medalists are expected to remain on the field for the presentation of the gold medals. The gold medals will be presented next. The captains will be called forward to receive the plaques and banner. Once complete the winning team will have its picture taken while the silver medal team may leave the field at its leisure.

- NOTE – If the weather is -15, at the discretion of the ASAA representatives present in consultation with the host committee, the medals will not be presented to each individual but rather the head coach to be given out in the change room.

ACCOMMODATIONS

A block of rooms have been booked at the following hotels:

Best Western Plus Service Inn & Suites
209 41 St. South Lethbridge, AB T1J 1Z3
403-593-1684
Holiday Inn Express
217 41 St South, Lethbridge, AB T1J 1Z3
403-942 5856

ADMISSION PRICES

Adult - \$10 One Day Pass
Student (7 to 17) - \$5 One Day Pass
Children (6 and under) – Free

SOCIAL MEDIA

We will be getting the word out about the event, games and results through social media! Watch for us on YouTube, Twitter and Instagram!

Twitter - @ASAA

Instagram - @asaaprovs

LIVE VIDEO STREAM

All games will be broadcasted live for free through the ASAA YouTube Channel. To access the games, please click the link below.

https://www.youtube.com/channel/UCJ0hxeEdxRbxcJjt5W8Eclg?view_as=subscriber

PROGRAMS

Digital programs will be available on the ASAA Championship Host Website.

GRIEVANCE & DISCIPLINE COMMITTEE

The Grievance and Discipline committee serve two key functions at the ASAA Provincials. The first function is to deal with matters that occur during competition, typically discipline/conduct types of issues, and appeals that may arise from ejections; while the second function is to handle any other matters that arise that require dispute resolution. The Alberta Bowl Grievance & Discipline Committee will be made up of the Tournament Chair/Designate, ASAA Football Commissioner/staff member, Head Official or designate, school administrator, two coaches that are not in conflict, and a member of the ASAA Executive Committee.

Victoria Sports Park User Guidelines

Please respect these facilities and adhere to the following guidelines: Only players, coaches, officials and trainers allowed on the field

No spectators are allowed on the field

No smoking, chewing tobacco, vaping, or nicotine spray is allowed on the field, locker rooms or concourse areas.

No sunflower seeds, pumpkin seeds, gum or other food or drink (excluding water) is allowed on the turf

Locker rooms are to be left clean with all garbage (used tape, etc) put in garbage bins

Any breach of these policies or guidelines may result in a fine of \$250. Thank you for your cooperation.

PARKING

All teams are requested to arrive as a group to facilitate entry at the North entrance of Victoria Sports Park (VSP). A hospitality volunteer will meet you at the entrance, and take you into the appropriate change areas.

Only athletes and coaches who are listed on the official roster registration will be permitted free access to the facilities.

Parking areas for coach buses will be marked along the facility.

There is a lot of additional parking availability in and around VSP.

EMERGENCY ACTION PLAN

First Aid kits for emergencies will be located at the main desk and with the medical staff on the field. If emergency medical personnel are required, the medic will dial 9-1-1 for any on- field injuries. In the event of an emergency off the field, the CHARGE person will contact 9-1-1. When an injury occurs:

Initially, when coming in contact with the injured student athlete, take control and assess the situation. Exercise universal precautions related to blood/body fluids. Keep in mind the following –

Do not move the injured student athlete

If a student athlete cannot move by him/herself, do not move the body part for him/her.

Instruct any bystanders to leave the injured student alone.

Do not remove the student athlete's equipment unless emergency treatment is required e.g. CPR or artificial respiration.

Assess the injury; evaluate the severity of the injury and decide if further assistance is required. If an ambulance is not needed, then decide what action is to be taken to remove the injured student athlete from the playing surface.

If an ambulance is required: request assistance from another person by having this person call an ambulance with the all relevant information (nature of emergency, precise location, telephone number of location) and have them report back to you with estimated time of arrival, then send them to the access entrance to wait for the ambulance. Once the call has been placed, observe the injured student athlete carefully for any change in condition and try to reassure the injured student until professional help arrives (blankets are located by the first aid kit to help reduce the chance of shock). Do not provide the injured student athlete with food or drink, unless otherwise indicated by situation e.g. diabetes, hydration. Stay calm and speak reassuringly.

When ambulance arrives, describe incident and what has been done.

An adult should be designated to accompany the injured student athlete to the hospital to help and document steps taken to treat the injury.

EMERGENCY ACTION PLAN – Quick Reference

Victoria Sports Park

Event: ALBERTA BOWL 2019 – ASAA Football Championships

Location Address: 350 East 100 North, Raymond, AB

Ambulance Access:

Gate access off of 100 North the main road, turning south at 350 E on field via the North West side gate.

CHARGE Person:

Brett Ralph (Alberta Bowl)

EMS Dispatch #: 9-1-1 or non-emergency number for RCMP 403 752-3614 Emergency Equipment Available:

AED is located in the fitness centre adjacent to the field

A stocked first aid kit will be available on site at the main desk.

This kit will include bandages, ice packs, and other general medical supplies for minor injuries. Blankets will be kept at the gate as well in cases where major medical services are needed and the risk of shock is possible.

Staff (medics) will be on-site for all injuries on Victoria Sports Park Field

Obstacles that may interfere: Parked cars Spectators Equipment

Location of Nearest Emergency Facility: Raymond Health Center

150 N 4th Street E

Raymond, AB

ASAA CODE OF ETHICS

Please refer to the 2019-2020 ASAA Policy Handbook; excerpted below:

1. Fair Play and Sportsmanship

All competitions must be conducted with a high standard of courtesy, fair play and sportsmanship. All those involved share this responsibility.

A. Coaches

The coaches must demonstrate qualities of courtesy and good sportsmanship. These are evidenced by proper acceptance of officials' judgment, positive encouragement of player performance and bench behaviour.

B. Athletes

Athletes must demonstrate qualities of courtesy and good sportsmanship by proper acceptance of officials' judgment and by showing proper respect for opposing athletes as well as for teammates.

C. Cheerleaders

Cheerleaders must demonstrate courtesy and good sportsmanship by the appropriateness and timeliness of the cheers they lead, respect for the other cheerleaders and athletes, and their attempts at effective crowd control.

D. Spectators

- i. 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. Spectators must also show proper acceptance of officials' judgment. Artificial noisemakers are not permitted during provincial championship tournaments/ event including: badminton, basketball, cheerleading, curling, golf, team handball, track & field, volleyball and wrestling. With the exception of air horns and electronic megaphones, noisemakers are permitted at cross country, football and rugby. Prohibited noisemakers may include but are not limited to: air horns, cow bells, 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.
- ii. Eviction for Inappropriate Language and/or Behaviour
The Executive Committee or its host/designated representative shall have authority to direct any person to immediately leave any premises or venue hosting any ASAA sanctioned event if that person:

- a. exhibits rude or abusive behaviour to any other person
 - b. uses vulgar, obscene or abusive language and/or gestures
 - c. fails to promptly follow any reasonable direction given to that person by the designated representative of the ASAA.
- iii. The Executive Committee or its designated representative shall have the authority to notify local law enforcement personnel of the failure of any person to immediately comply with a direction to leave any premises or venue hosting any ASAA sanctioned event.

E. Administrators and Teachers

Administrators and teachers must demonstrate courtesy and good sportsmanship by their positive examples.

2. Drugs, Alcohol, Tobacco and Cannabis

- a. **The ASAA is unequivocally opposed to athletes using any banned substance** as identified by Sport Canada. It is equally opposed to the use of such substances by individuals in a position of leadership in school sport (i.e., coaches, trainers, managers, and administrators). In addition, the ASAA is opposed to any illegal and/or unethical physiological manipulation, such as blood doping or hormones, employed for the purpose of performance enhancement.
- b. The ASAA prohibits athletes possessing/consuming any alcoholic beverage while involved in ASAA activities. It is opposed to the use of such substances by individuals in a position of leadership in school sport (i.e., coaches, trainers, managers, or administrators) while involved in ASAA activities.
- c. The ASAA prohibits athletes, coaches/teacher sponsors and any other individuals in a position of leadership such as trainers, managers, administrators from smoking/vaping any substance and/or using spit tobacco on-site while involved in ASAA activities. Vaping refers to any device used to vaporize a substance for initiation including but not limited to e-cigarettes, pocket vaporizers, pen vaporizers, box mod vaporizers or any similar products. This applies to all activities held on school property and rented community facilities for events such as rugby, track and field, football, golf, cross country running or other sports as required.
- d. ASAA Provincial Championship hosts reserve the right to eject from the championship facility any person violating the above conditions regarding substance use. If necessary this may involve the host school calling the appropriate authorities to enforce removal.
- e. Violations of the above policy will be addressed under the ASAA's Discipline and Misconduct Policy.

ASAA FOOTBALL POLICIES

Please refer to the 2019-2020 ASAA Policy Handbook for any Football related policies.