
BC SCHOOL SPORTS

COMPETITIVE RULES & REGULATIONS

2011 - 2012



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FALL REGISTRATION DEADLINE DATES

OCTOBER 7, 2011 (FRI)

- Aquatics
- Cross Country (senior and junior)
- Field Hockey
- Football
- Soccer (boys')
- Volleyball
- Rugby (Gr. 8, Gr. 9, LM)

OCTOBER 24, 2011 or

SEVEN DAYS BEFORE THE ZONE QUALIFYING EVENT
(WHICHEVER IS EARLIER)

- Final deadline to register your team or adding students to an existing team

WINTER REGISTRATION DEADLINE DATES

DECEMBER 5, 2011 (MON)

- Basketball (boys' and girls')
- Curling
- Gymnastics
- Wrestling
- Volleyball (Gr. 8)

JANUARY 16, 2012

- Skiing and Snowboarding

FEBRUARY 1, 2012 or

SEVEN DAYS BEFORE THE ZONE QUALIFYING EVENT
(WHICHEVER IS EARLIER)

- Final deadline to register your team or adding students to an existing team

SPRING REGISTRATION DEADLINE DATES

APRIL 5, 2012 (THU)

- Badminton
- Rugby - Tennis
- Soccer (girls')
- Volleyball (FVELMPG age-group/Grade 8/OCSSAA)
- Basketball (Gr. 8 NCDSSAA)
- Golf

APRIL 17, 2012

- Mountain Biking
- Track and Field

MAY 1, 2012 or

SEVEN DAYS BEFORE THE ZONE QUALIFYING EVENT
(WHICHEVER IS EARLIER)

- Final deadline to register your team or adding students to an existing team

2011-2012 ELIGIBILITY APPEALS COMMITTEE MEETINGS

1. Saturday, September 17, 2011
 2. Saturday, October 1, 2011
 3. Saturday, December 3, 2011
 4. Saturday, January 21, 2012
 5. Saturday, March 31, 2012
 6. Saturday, June 2, 2012
- Appeals due in BCSS office by Friday, September 9, 2011
Appeals due in BCSS office by Friday, September 23, 2011
Appeals due in BCSS office by Friday, November 25, 2011
Appeals due in BCSS office by Friday, January 13, 2012
Appeals due in BCSS office by Friday, March 23, 2012
Appeals due in BCSS office by Friday, May 25, 2012

Absolutely no late appeals will be processed.

PARTNERSHIPS

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INCLUDE:

Northern Athletic Coaching Recognition
BC Dairy Foundation Milk Run - Survival of the Fittest
SUBWAY Championship Banners
Teamsales Garment Designs & Supplier



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2011-2012 PROVINCIAL CHAMPIONSHIPS

DATE	EVENT	LOCATION
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FALL

NOVEMBER	2 - 4	FIELD HOCKEY GIRLS' AA	BURNABY LAKE SPORTS COMPLEX WEST
NOVEMBER	3 - 5	SOCCER BOYS' A	KAMLOOPS
NOVEMBER	5	CROSS COUNTRY	TELEMARK SKI AREA, KELOWNA
NOVEMBER	9 - 11	FIELD HOCKEY - GIRLS' AAA	KELOWNA
NOVEMBER	18 - 19	AQUATICS	RICHMOND
NOVEMBER	21 - 23	SOCCER BOYS' AA	BURNABY LAKE SPORTS COMPLEX WEST
NOVEMBER	24 - 26	SOCCER BOYS' AAA	BURNABY LAKE SPORTS COMPLEX WEST
NOV. 30 -	DEC. 3	VOLLEYBALL - BOYS' A	KELOWNA
NOV. 30 -	DEC. 3	VOLLEYBALL - BOYS' AA & AAA	UBC OKANAGAN, KELOWNA
DECEMBER	1 - 3	VOLLEYBALL - GIRLS' A	PRINCE GEORGE
DECEMBER	1 - 3	VOLLEYBALL - GIRLS' AA	VANCOUVER
DECEMBER	1 - 3	VOLLEYBALL - GIRLS' AAA	KELOWNA
DECEMBER	1 - 3	VOLLEYBALL - GIRLS' AAAA	VANCOUVER
DECEMBER	3	FOOTBALL - BOYS' AA & AAA	VANCOUVER

WINTER

FEBRUARY	23 - 25	WRESTLING	PENTICTON
MARCH	5 - 7	SKIING/SNOWBOARDING	WHISTLER
MARCH	7 - 10	BASKETBALL - BOYS' A	CHEAM CENTRE, CHILLIWACK
MARCH	7 - 10	BASKETBALL - BOYS' AA	KAMLOOPS
MARCH	8 - 10	BASKETBALL - GIRLS' A	TBD
MARCH	8 - 10	BASKETBALL - GIRLS' AA	KAMLOOPS
MARCH	8 - 10	BASKETBALL - GIRLS' AAA	NORTH VANCOUVER
MARCH	8 - 10	CURLING	DAWSON CREEK
MARCH	9 - 11	GYMNASTICS	MOSCROP SECONDARY, BURNABY
MARCH	13 - 17	BASKETBALL - BOYS' AAA	LANGLEY EVENTS CENTRE

SPRING

MAY	24 - 26	TENNIS - AA	BURNABY LAKES SPORT COMPLEX
MAY	24 - 26	TENNIS - AAA	QUEEN ELIZABETH PARK, VANCOUVER
MAY	26 - 27	TRACK & FIELD	ABBOTSFORD
MAY	26 - 27	MOUNTAIN BIKING	NORTH VANCOUVER
MAY 26, 30, 31, AND JUNE 2		RUGBY - BOYS' AAA & AA	ROTARY STADIUM, ABBOTSFORD
MAY	27 - 29	GOLF - A	OSOYOOS GOLF AND COUNTRY CLUB
MAY	27 - 29	GOLF - AA	ARBUTUS RIDGE, COBBLE HILL
MAY	28 - 30	GOLF - AAA	CROWN ISLE RESORT, COURTENAY
MAY 31 -	JUNE 2	BADMINTON	RICHMOND
MAY 31 -	JUNE 2	SOCCER - GIRLS' A	TBA
MAY 31 -	JUNE 2	SOCCER - GIRLS' AA	NORTH CENTRAL DISTRICT
MAY 31 -	JUNE 2	SOCCER - GIRLS' AAA	VANCOUVER/RICHMOND
JUNE	1 - 2	TRACK AND FIELD B & G CO-ED	BURNABY

2011-2012 CALENDAR OF EVENTS

SEPTEMBER

- 6 - Schools Open
- 6 - Start of Fall Season of Play
- 9 - **DUE:** Eligibility Appeals Committee Submissions
- 17 - Eligibility Appeals Committee #1
- 23 - **DUE:** Eligibility Appeals Committee Submissions

OCTOBER

- 1 - Eligibility Appeals Committee #2
- 7 - **DUE:** Membership Fees
- 7 - **DUE:** Sport Declaration (ALL Seasons) Forms
- 7 - **DUE:** Fall Student-Athlete Registration Forms, Enrollment Numbers
- 21 - Pro D QDPE/Coaches Conference – Douglas College
- 22 - Fall Council Meeting
- 24 - **Final Deadline:** Student-Athlete Registration Forms & Additional Players (Fall)

NOVEMBER

- 25 - **DUE:** Eligibility Appeals Committee Submissions
- 28 - Additional Sport Declaration - Winter
- 28 - Winter Season of Play Starts

DECEMBER

- 3 - Eligibility Appeals Committee #3
- 5 - **DUE:** Winter Student-Athlete Registration Forms
- 19 - Winter Vacation (Schools Close)

JANUARY

- 3 - Schools Re-open after Winter Vacation
- 13 - **DUE:** Eligibility Appeals Committee Submissions
- 14 - Board of Directors Meeting
- 16 - **DUE:** Skiing and Snowboarding Student-Athlete Registration Forms
- 21 - Eligibility Appeals Committee #4

FEBRUARY

- 1 - **Final Deadline:** Student-Athlete Registration Forms & Additional Players (Winter)

MARCH

- 6 - Additional Sport Declaration - Spring
- 6 - Spring Season of Play Starts
- 19 - Spring Break (Schools Close)
- 26 - Schools Re-open After Spring Break
- 23 - **DUE:** Eligibility Appeals Committee Submission
- 31 - Eligibility Appeals Committee #5

APRIL

- 5 - **DUE:** Spring Student-Athlete Registration Forms
- 17 - **DUE:** Mountain Biking and Track & Field Student-Athlete Registration Forms
- 18 - BC Dairy Foundation 34th Milk Run

MAY

- 1 - **Final Deadline:** Student-Athlete Registration Forms & Additional Players (Spring)
- 4 - Board of Directors Meeting
- 4 - Spring Council Meeting
- 5 - Annual General Meeting
- 11 - **DUE:** BCSS Scholarship Applications
- 25 - **DUE:** Eligibility Appeals Committee Submissions

JUNE

- 2 - Eligibility Appeals Committee #6
- 20 - Board of Directors Meeting
- 29 - Summer Vacation (Schools Close)

More Information Available online

[Programs](#) | [BCSS Sports](#) | [Athletic Directors](#) | [Home](#)

Welcome to the official web site of BC SCHOOL SPORTS.

- [About Us](#)
- [News & Events](#)
- [Press Releases](#)
- [Dates & Deadlines](#)
- [Services](#)
- [Scholarships & Awards](#)
- [Rules & Regulations](#)
- [Publications](#)
- [Resources](#)
- [Tournaments](#)
- [ExNet Registration](#)
- [Contacts](#)
- [Member Schools](#)

Special Group Rates – Click Here

BCSS Office Hours - Summer 2011
 Effective July 4, 2011 the office will be operating on summer hours, 7 AM – 2 PM Monday to Friday.

Please also note that the office will in fact be closed from August 22 through September 5, 2011 inclusive re-opening Tuesday September 6th.

ALL ELIGIBILITY INQUIRIES AT THIS TIME CAN BE DIRECTED TO Mr. Don Wallace, BCSS Eligibility Officer at 1-250- 801-5848.

BC School Sport Mailing Address:
 20800 Lougheed Hwy, PO Box 97
 Maple Ridge, BC V2X 7E9
 Location:
 21821 – 122nd Ave, Room 1009
 Maple Ridge, BC V2X 3X2

BCSS Calendar

July 2011

S	M	T	W	T	F	S
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Athletes in Action

- Member Schools Listings
- Handbook Section
 - All BCSS contact information
 - Constitution and bylaws
 - Program overviews

www.bcschoolsports.ca

WHO TO CALL AT BCSS

BC SCHOOL SPORTS has many programs, publications and services available to Member Schools. Refer to the Directory and Commission sections of the Handbook for Athletic Association and Commission contact people. Listed below are the most common topics and the staff members to ask for when you call the BC SCHOOL SPORTS office.

Phone: (604) 477-1488 or email: info@bcschoolsports.ca

STAFF & RESPONSIBILITIES:

Sue Keenan

Executive Director - skeenan@bcschoolsports.ca

- * Disciplinary Procedures
- * Marketing, Promotion and Advertising
- * Meetings - AGM, Board, Councils
- * Awards
- * Coaching Programs and Recognition
- * Policies and Operating Procedures
- * Corporate Partnerships & Sponsorship
- * Insurance

Sharon Becker

Membership Co-ordinator - sbecker@bcschoolsports.ca

- * Championship Medals & Banners
- * Championship Results
- * Commission Mailings
- * Commission Participation Lists
- * EXNET - Membership Registration
- * Website
- * Sanctioning out of Province Competition
- * Scholarships

Don Wallace

Eligibility Officer - bcss@bcschoolsports.ca
cell: (250) 801-5848 fax: (250) 765-6242

- * Student-athlete Eligibility - **all inquiries**
- * Joint team applications
- * All First Level Appeals

Kathy Loften

Accounting and Bookkeeping - kloften@bcschoolsports.ca
Hours: Mon. - Tue. 9 a.m. - 4:30 p.m.

- * Accounting & Bookkeeping
- * Invoices for membership

Wayne Becker

Computer Technical Support Contractor

- * Computer Technical Support



PROUD TO SPONSOR THE CHAMPIONSHIP BANNER PROGRAM

BC's Subway franchisees are proud sponsors of the BC High School Track and Field Championships, the BC High School Cross Country Championships, the High School Football Championships Subway Bowl and the 'A', 'AA' and 'AAA' Boys and Girls High School Soccer Championships Subway Cup.

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2011 - 2012

COMPETITIVE RULES AND REGULATIONS

BCSS recognizes that the Administrator of each school is held ultimately responsible in all matters in his/her school which concern interscholastic athletic contests. The expectation of the Association is that Administrators will ensure that BCSS policies established for Member School interscholastic athletics will be followed by his/her staff. The following Competitive Rules and Regulations have been accepted and passed as resolutions at an Annual General Meeting by the Legislative Assembly of BCSS. The Legislative Assembly consists of a school representative from each of the BCSS Member Schools.

DEFINITIONS

BC SCHOOL SPORTS: throughout the Rules and Regulations, BC SCHOOL SPORTS will be referred to as BCSS.

DATE OF TRANSFER: a transfer is deemed to have occurred on the date the student is physically present and taking courses in the receiving school.

DISTRIBUTED LEARNING STUDENT: a student-centred approach to learning that uses technology in the learning process. Allows a student to complete courses without leaving the community and without having to attend classes full time.

DISTRICT ALTERNATE STUDENT: a student who is enrolled in a separate program within a school district established to serve and provide youth a choice or option when needs are not met in the traditional school setting.

ELIGIBILITY OFFICER: the Eligibility Officer is appointed by BCSS.

FRANCOPHONE STUDENT: a student who is in a program which provides instruction (some or all) in the French language.

HOME STUDY STUDENT: home education program in which a portion of an education program is delivered by a parent to a student in accordance with the School Act of British Columbia.

LEGAL GUARDIAN: includes a person having custody rights recognized by law.

MEMBER SCHOOL TEAM COMPETITION: is any game, match, scrimmage, contest or event that occurs between student-athletes from a Member School, representing that Member School and participants from another school or a club, with one (1) or more coaches present.

PLAYING UP: a student-athlete moving up to a higher age level of competition.

RURAL OR ISOLATED SCHOOLS: schools situated outside of a census metropolitan area and/or a census agglomeration. Stats Canada defines areas consisting of one (1) or more neighbouring municipalities situated around a major urban core as either a census metropolitan area (must have a total population of at least 100,000 (one hundred thousand) of which 50,000 (fifty thousand) or more live in the urban core or a census agglomeration (must have an urban core population of at least 10,000 (ten thousand)). See the BC map and the listings of areas that would be eligible via the websites below:

<http://geodepot.statcan.ca/GeoSearch2006/GeoSearch2006.jsp?resolution=H&lang=E&ot herLang=>

<http://www12.statcan.ca/english/census01/products/reference/dict/geo009.htm>

SCHOOL TEAM ELIGIBILITY: any one (1) student-athlete or group of student-athletes who are representing the school in interschool sport activity, and are supervised by a school district-approved coach/sponsor and under the authority of the school Administrator. All school teams must be properly registered by the published dates in order to compete in BCSS competitions. Individual student-athletes must be named on the appropriate Student-Athlete Registration Form as part of their eligibility requirements.

Competitive Rules & Regulations

SENIOR ATHLETE: a senior athlete is:

- any student-athlete in their fourth (4th) or fifth (5th) year of eligibility.
- any student-athlete in their first (1st), second (2nd) or third (3rd) year of eligibility who has participated in more than the allotted number of sport-specific senior competitions [See D4.2] Allotted senior competitions are four (4) playing days of which no more than two (2) can be restricted, provincial qualifying / provincial tournament competition.
- a first (1st) or second (2nd) year student-athlete who plays up to the senior level will not lose grade 9 or junior eligibility for the next school year, provided that the student-athlete is eligible in all other aspects.

SENIOR COMPETITION: senior competition is defined as the highest level of school competition in a particular sport in British Columbia and is open to all eligible student-athletes.

- **Team Sports:** senior competition for team sports is any athletic event occurring on one (1) playing day between teams competing in senior level competition, involving a Member School and another school, and leading to a BCSS Provincial Championship.
- **Individual Sports:** senior competition for individual sports is any athletic event on one (1) playing day involving the highest level of school competition and leading to a BCSS Provincial Championship.

SPORT SPECIFIC EDUCATION PROGRAM: a sport specific education program combines education with specific sport instruction/education for curriculum credit. The sport specific education program allows for sport specific training, instruction and/or competition; provides sport skills training in a targeted sport; provides other training/education such as, but not limited to, weight training, sport nutrition, or mental training to support the targeted sport.

STATUTORY DECLARATION: is a declaration sworn before a Notary Public or Commissioner of Oaths, and has the same effect as an oath given in a courtroom. A Statutory Declaration is considered to be sworn evidence.

STUDENT-ATHLETE: a student-athlete training to compete for his or her school.

STUDENT-ATHLETE PARTICIPATION: a student-athlete has participated in a game / match / contest / event if the student-athlete has actually competed in the interschool competition.

- an HIV positive individual should not be excluded from participating in BCSS exclusively on the basis of his/her HIV infection.

RESTRICTED COMPETITION:

- all league games (at all levels), play-offs, regional play-offs or championships, zone play-offs or championships and provincial competition at the senior level in BCSS-approved sports (ie: grade 8, grade 9, junior and senior) are restricted.
- all competitors must meet all of the BCSS eligibility requirements.
- all restricted competition is included in a team's "playing days" calendar.

UNRESTRICTED COMPETITION:

- exhibition games and invitational tournaments are "unrestricted" competition.
- all unrestricted competition is included in a team's "playing days" calendar.
- all unrestricted competition shall be included in the calculation of an individual student-athlete's "number of playing days at a higher age level" as described in D4.2.

PART A: GENERAL GUIDELINES

Section A1: MEMBER SCHOOL ATHLETIC PROGRAM GUIDELINES FOR INTERSCHOOL COMPETITION

- A1.1** Contribute toward the improvement of the health, fitness and general welfare of all individuals taking part in the program.
 - A1.2** Engage a maximum number of students in both the activity and administrative areas of the program.
 - A1.3** Encourage all student-athletes to make a contribution to the general education program of the school.
 - A1.4** Encourage all student-athletes to reach their full academic and educational potential.
 - A1.5** Ensure that loss of instructional time be kept to a minimum while offering appropriate competitive opportunities.
 - A1.6** Ensure that the safety and welfare of all student-athletes should always be paramount. Adequate protective equipment and safety precautions and risk management policies should be utilized for all practices, training sessions and interschool competitions.
 - A1.7** Recommend that each student-athlete have an annual medical examination prior to participating during that school year.
 - A1.8** Recommend that each student-athlete and parent / legal guardian be advised to carry appropriate insurance coverage.
 - A1.9** Promote the highest ideals of fair play by coaches, student-athletes, students and spectators in accordance with the BCSS Codes of Conduct.
 - A1.10** Encourage coaches to report unsportsmanlike conduct and misbehaviour to the School Administrator and local Athletic Association as soon as possible.
 - A1.11** Aim for equal opportunities in athletic programming for boys and girls, having regard to factors including: funding, equipment, facilities, practice and competition time, coaching demand, available competition, and the range of sports offered.
- E72.6*

Section A2: COMMUNITY COACH GUIDELINES

Preamble:

BCSS understands that Community Coaches are integral to the school sport system, and that they are necessary to ensure further opportunities for student-athletes. Recognized Athletic Associations, Member Schools and/or School Districts are encouraged to adopt the following guidelines to ensure that the philosophy, objectives and values of the BCSS system are maintained.

Guidelines:

- A2.1** Community Coaches should complete the Community Coaches Application Form and submit copies to both the Athletic Director and School Administrator. The form will enable School Representatives to start to determine the qualifications and suitability of the prospective Community Coach to supervise and coach student-athletes of school age, and to receive from the prospective Community Coach authorization to conduct a Criminal Records check
- A2.2** it is strongly recommended that the Community Coach have completed the three (3) modules included in the "Introduction to Competition" course of the National Coaching Certification Program. These modules include; Make Ethical Decisions, Planning a Practice, and Nutrition. Coaches should also complete the "Make Ethical Decisions" online evaluation available through the Coaching Association of Canada website once they have completed the appropriate in-class course work for this respective module.
- A2.3** the School Administrator and/or Athletic Director should meet with each prospective Community Coach to discuss school athletic policy and school sport philosophy, ensuring that the coach understands:
 - A2.3.1** the expectations for the supervision of student-athletes

Competitive Rules & Regulations

- A2.3.2** emergency protocol within the school
- A2.3.3** accountability for equipment, uniforms, finances
- A2.3.4** restricted competition schedules and deadlines
- A2.3.5** practice times, restrictions, policies and access
- A2.3.6** school and/or District travel policies and insurance requirements
- A2.3.7** the BCSS Coach's Code of Conduct and procedures
- A2.3.8** the BCSS Competitive Rules and Regulations
- A2.3.9** the decision-making process and jurisdictional boundaries of the School, School District, Athletic Association, Sport Commission and BCSS.
- A2.3.10** required paperwork for team and student-athlete registration and entry into events
- A2.3.11** how and where to register for NCCP clinics.
- A2.4** the School Administrator and/or Athletic Director should request and check at least two (2) references for each Community Coach candidate. Reference checks should include questions about previous conduct, suspensions or probationary penalties served, technical skill and ability, age group and/or gender previously coached and degree of commitment and interest
- A2.5** the School Administrator and/or Athletic Director should undertake a Criminal Records check on the prospective Community Coach, looking for convictions under the Criminal Code of Canada, the Narcotics Control Act and the Food and Drugs Act
- A2.6** the BCSS Supervision Policies [**A3.1**] does not require that a Teacher-Sponsor be present with adults who have been approved by the School Administrator. It is therefore strongly recommended that periodic observations of the Community Coach at practice and in competition be conducted by the Athletic Director and/or Administrator.

Note:

- (a) there may be a nominal cost to conduct a Criminal Record Check. It is recommended that this be the responsibility of the School or School District
- (b) the National Coaching Certification Program (NCCP) has been designed to meet the needs of coaches who are training athletes in specific contexts, and is based on the required "outcomes" relevant to the athletes they are coaching in these contexts. In this paradigm, coaches who are training athletes within a 'competitive' environment will be trained and certified in the "Competition Stream." Within this specific 'stream' coaches will be trained and certified in either the "Introduction" context, "Developmental" context, or the "High Performance" context, depending on the outcomes relevant to the athletes they will be coaching. Each sport will have their own specific requirements a coach must attain in order to meet either the 'trained' status, or the 'certified' status. Please contact your Provincial Sport Organization to determine what your specific NCCP coaching requirements may be for your sport. Specific details on the NCCP program for your respective sport can be found on the Coaching Association of Canada website at www.coach.ca.

Section A3: SUPERVISION REQUIREMENTS

- A3.1** The school team must be accompanied by a teacher-coach, teacher-sponsor, Administrator or responsible adult approved by the Administrator, and in accordance with the applicable School District policy. The School Administrator must ensure that the supervisor adheres to the Athletic Program objectives, Guidelines for Community Coaches and Coach's Code of Conduct as outlined in the BCSS Handbook. The competition official and coordinator must be aware of who the adult supervisor is if that supervisor is a different individual than the coach. The supervisor must be in attendance for the duration of the competition.

Section A4: SCHOOL STANDARDS

- A4.1** Student-athletes must live up to accepted school and District standards as judged by the School Administrator.

Section A5: JOB ACTION

- A5.1** BCSS believes that student-athletes and their participation in extra-curricular activities should be free from political interference; however, the reality is that the majority of teacher-coaches are members of the BCTF and are bound by their professional obligations. In the event of a province wide strike or job action, the BCSS Board of Directors will make a determination on whether or not restricted competition and championship play will continue and communicate this decision in a timely fashion. Safety of athletes and competitive balance will be guiding factors in the decision. Commissions, local Athletic Associations and Superintendents will be consulted. If it is determined that the safety of student-athletes or the competitive integrity of restricted competition or championship play will be affected, the Board of Directors shall suspend all restricted competition. Public school teams that continue to practise or play during this period of suspension will not be supported by BCSS.

FALL SPORTS



PART B: COACH'S RESPONSIBILITIES

Section B1: RECRUITING

BCSS is strongly opposed to the recruiting of student-athletes. Recruiting runs contrary to BCSS's longstanding commitment to the principle that interschool athletic competition best serves the overall interests of student-athletes by being fair and balanced.

B1.1 RULES PROHIBITING RECRUITING

- B1.1.1** No coach, administrator, athletic director or athletic coordinator shall, either directly or indirectly, recruit a student-athlete.
- B1.1.2** For the purposes of these Competitive Rules and Regulations, to recruit is to encourage a student-athlete to attend a school other than the school into which the student-athlete's school feeds, for the purpose of participating in interschool sport, whether or not the student-athlete eventually attends the school.
- B1.1.3** Without limiting the generality of B1.1.2, the following are deemed to be instances of recruiting:
- (a) permitting a student-athlete who is not enrolled at a given school or whose current school does not feed into the school to participate in
 - (i) team practices, workouts, camps, competition, meetings, travel, or other team activities, or
 - (ii) open gyms, workouts, or similar activities intended for student-athletes enrolled at the school, without the prior agreement of the student-athlete's current school.
 - (b) offering financial inducements or incentives of any kind, including, without restricting the foregoing, inducements or incentives concerning fees, accommodation or transportation, to a student-athlete who is not enrolled at a given school or whose current school does not feed into the school, in connection with a transfer by the student-athlete to the school for the purpose of participating in interschool sport.
 - (c) encouraging a parent or legal guardian of a student-athlete who is not enrolled at a given school or whose current school does not feed into the school, to transfer the student-athlete to the school for the purpose of participating in interschool sport.
 - (d) inviting student-athletes who are not enrolled at a given school or whose school does not feed into the school, or the parents or legal guardians of such student-athletes, to attend an information session, open house, fundraising meeting, or similar event of which the primary purpose is the promotion of the school's interschool athletic team(s) or program(s).
- B1.1.4** Where a coach is approached by a student-athlete who is not enrolled at the coach's school or at a school feeding into the coach's school with inquiries concerning the school's sports teams or programs, the coach is strongly advised to direct the student-athlete to the school administration.

B1.2 PROCEDURE FOR COMPLAINTS REGARDING RECRUITING

- B1.2.1** Nothing in these Competitive Rules and Regulations prevents parties from attempting at any time to resolve complaints regarding recruiting through informal means, whether with or without the assistance of a mediator.

BCSS may maintain a roster of persons available to act as mediators for the purpose of assisting parties informally to resolve complaints regarding recruiting.

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A member coach who is a member of a professional association and who believes a fellow member of that association has committed a recruiting violation is encouraged to consider his or her obligations to the fellow member, if any, under the rules of that association.

In all cases, BCSS encourages the informal resolution of recruiting concerns through direct communication.

- B1.2.2** A complaint regarding recruiting may:
- (a) be filed only by an administrator (“the complainant”) of a member school; and
 - (b) be filed against one or more coaches, administrators, athletic directors, or athletic coordinators (“the respondent(s)”) of a member school.
- B1.2.3** Subject to B1.2.4, a complaint regarding recruiting shall not be considered unless it is received by BCSS within four (4) months of the event giving rise to the complaint.
- B1.2.4** A complaint received after the time provided in B1.2.3 must contain a detailed explanation of the reasons why the complaint was not submitted within that time and may only be considered if, in the sole discretion of the Executive Director, it would be in the interests of BCSS for the complaint to be considered.
- B1.2.5** Before submitting a complaint to BCSS, the complainant must deliver the complaint to his or her administrative counterpart at the school of the respondent(s).
- B1.2.6** In submitting a complaint to BCSS, the complainant must certify in writing that he or she has contacted his or her counterpart, naming the counterpart, and that:
- (a) the parties have been unable to resolve the complaint; or,
 - (b) in the complainant’s opinion, the complaint is sufficiently serious to warrant a hearing by BCSS.
- B1.2.7** A complaint delivered or submitted under these Competitive Rules and Regulations must be submitted to the Executive Director and must:
- (a) be in the form approved by BCSS;
 - (b) name the respondent(s);
 - (c) where a deemed instance of recruiting is alleged, cite the specific deeming section under B1.1.3;
 - (d) contain particulars of the date(s), location(s), and individual(s) involved in the event(s) giving rise to the complaint;
 - (e) contain particulars of the alleged statement(s) or action(s) of the respondent(s); and,
 - (f) contain a written statement with as much detail as reasonably possible by each person whose evidence the complainant wishes BCSS to consider in connection with the complaint.
- B1.2.8** Upon receipt of a complaint, the Executive Director shall review the complaint for compliance with these Competitive Rules and Regulations. The Executive Director may make inquiries of the complainant and may request that the complainant submit additional information.
- B1.2.9** The Executive Director may at any time dismiss a complaint where he or she is of the opinion that:
- (a) the complaint does not fall within the jurisdiction of BCSS;
 - (b) the complaint does not contain sufficient information that, if true, would substantiate the complaint;
 - (c) the complainant failed to respond to the Executive Director’s inquiries or requests under B1.2.8; or,
 - (d) the complaint is frivolous, vexatious or made in bad faith.

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- B1.2.10** Unless the Executive Director dismisses a complaint under B1.2.9, he or she shall deliver the complaint to the respondent(s) and to the administrator at the respondent(s)'s school referred to in B1.2.6, together with a statement of the respondent(s)'s obligations under B1.2.11.
- B1.2.11** Within fifteen (15) school days of receipt of the complaint from the Executive Director, the respondent(s) shall submit a response to the Executive Director containing the following:
- (a) a statement either that the respondent(s) accepts or denies the complaint in whole or in part; and,
 - (b) where the respondent(s) denies the complaint or any part of it, a written statement with as much detail as reasonably possible by each person whose evidence the respondent(s) wishes BCSS to consider in connection with the complaint.
- B1.2.12** The Executive Director may make inquiries of the respondent(s) and may request that the respondent(s) submit additional information.
- B1.2.13** The respondent(s) may request from the Executive Director an extension of the time allowed for a response under B1.2.11.
- B1.2.14** Where the respondent(s) fails to provide a response within the time provided under B1.2.11 or B1.2.13, the complaint may proceed under B1.2.20 on the basis that the complaint has been proven.
- B1.2.15** Upon receipt of a response from the respondent(s) or upon the expiry of the time provided for a response, the Executive Director shall deliver a copy of the response, if any, to the complainant and shall appoint a Hearing Panel comprised of three (3) members of the BCSS Disciplinary Committee. If it is not possible to appoint three (3) members from the Disciplinary Committee, the Executive Director may appoint members from the BCSS Board of Directors.
- B1.2.16** The Hearing Panel may request written submissions from the parties at any time.
- B1.2.17** The Hearing Panel shall conduct a hearing into the complaint. A hearing may take the form of one or more of the following in the sole discretion of the Hearing Panel:
- (a) a hearing in writing consisting of a consideration of the written complaint and response and written submissions, if any;
 - (b) a teleconference;
 - (c) an oral hearing.
- B1.2.18** The Hearing Panel may make such rulings and give such directions as it considers appropriate in dealing with a complaint.
- B1.2.19** Following the hearing, the Hearing Panel will issue a ruling to the parties determining whether the complaint has been proven or not.
- B1.2.20** If the Hearing Panel determines that the complaint has been proven:
- (a) the ruling shall be in writing and shall contain a brief summary of the reasons for the Hearing Panel's conclusions;
 - (b) the Hearing Panel shall request and set a schedule for the exchange and submission of written submissions on the appropriate sanction;
 - (c) having regard to the subject matter of the proven complaint, the interests of BCSS and its participants, the written submissions, if any, of the parties, and the prior BCSS disciplinary record of the respondent(s), if any, the Hearing Panel shall either impose no sanction or impose one or more of the following sanctions on the respondent(s) in its sole discretion:
 - (i) a letter of reprimand;
 - (ii) a probationary period;
 - (iii) a suspension of the respondent(s)'s coaching privileges for a duration and on such terms and conditions as may be determined by the Hearing Panel; and,

Competitive Rules & Regulations

- (d) subject to the results of an appeal under B1.2.21, if the Hearing Panel acts under B1.2.20(c)(i) to (iii), there shall be a fine against the respondent(s)'s school calculated as follows and payable within thirty (30) school days of a written demand being made by the Executive Director:
- \$1,000.00 if no recruiting fine against school in past five (5) years
 - \$2,000.00 if one (1) recruiting fine against school in past five (5) years
 - \$3,000.00 if more than one (1) recruiting fine against school in past five (5) years.
- B1.2.21** Where a Hearing Panel acts under B1.2.20(c)(i) to (iii), the respondent(s) may, within fourteen (14) school days of receipt of the ruling of the Hearing Panel by the respondent(s)'s school, appeal in writing to the BCSS President, who may in his or her sole discretion and with or without a hearing and with or without giving reasons dismiss the appeal, reduce the sanction under B1.2.20(c), or reverse the Hearing Panel's ruling, in whole or in part, under B1.2.20(a).
- B1.2.22** Where the Executive Director is unable to act under this section, his or her powers and duties may be exercised by a substitute appointed by the President.
- B1.2.23** Where the President is unable to act under this section, his or her powers and duties may be exercised by a substitute appointed by the Executive Director.
- B1.2.24** The decisions of the Executive Director (or substitute), the Hearing Panel and the President (or substitute) are final and binding on the parties and shall not be questioned or reviewed in any court or tribunal, and no order shall be made or process entered or proceeding taken in any court or tribunal whether by way of injunction, declaration, prohibition or otherwise to question, review, prohibit or restrain the proceedings.

It is the intention of BCSS and its members that, to the extent permitted by law, all matters concerning its Competitive Rules and Regulations be private matters not subject to any form of adjudication by any court or tribunal.

Section B2: COACH'S CODE OF CONDUCT

The coach/student-athlete relationship is a privileged one. Coaches play a critical role in the personal and athletic development of their student-athletes. Therefore, coaches are expected to model the fundamentally positive aspects of school sport.

B2.1 RULES OF CONDUCT

Coaches, including community coaches:

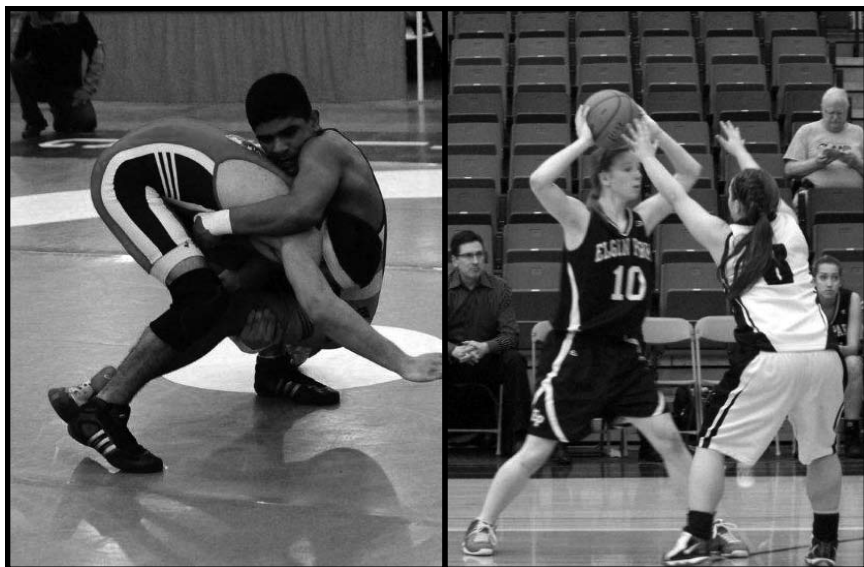
- B2.1.1** shall recognize that school sport is an extension of the classroom, and shall conduct themselves accordingly when performing coaching duties;
- B2.1.2** shall observe the Competitive Rules and Regulations of BCSS, and those of their Local Athletic Association and applicable Sport Commission;
- B2.1.3** shall observe the rules of the sport, the spirit of the rules of the sport, and shall encourage student-athletes to do the same;
- B2.1.4** shall fulfill all restricted competition, unrestricted, invitational, play-off and championship competitive and event obligations, in accordance with Athletic Association policy, Sport Commission policy and tournament-related agreements;
- B2.1.5** shall treat all participants fairly and equitably, by refraining from discriminating against any student-athlete with respect to race, colour, ancestry, place of origin, religion, family status, physical or mental disability, sex or sexual orientation;
- B2.1.6** shall respect the rulings of officials without gesture or argument, and shall require student-athletes to do the same;

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- B2.1.7** shall not use foul, profane, harassing or offensive language or gestures in the conduct of coaching duties;
- B2.1.8** shall not use physical force of any kind in the conduct of coaching duties;
- B2.1.9** shall not, under any circumstances, endorse, recommend, or suggest the use of performance-enhancing drugs or supplements by any student-athlete;
- B2.1.10** shall abstain from the use of tobacco products and alcohol while in the presence of student-athletes, and shall discourage their use by student-athletes;
- B2.1.11** shall not, under any circumstances, require or imply that a student-athlete must be involved in any summer program or club program as part of his or her responsibilities as a school team member;
- B2.1.12** shall not, under any circumstances, require or imply that a student-athlete cannot or should not participate in any BCSS-approved sport in the season preceding or following the coach's season of play;
- B2.1.13** shall not, under any circumstances, start pre-season tryouts or practices to the detriment of any in-season sport.

B2.2 PROCEDURE FOR COMPLAINTS REGARDING RULES OF CONDUCT

- B2.2.1** Subject to B2.2.2, all complaints alleging a violation of the Rules of Conduct by a coach shall be processed in accordance with the rules and regulations of the Local Athletic Association to which the coach's school belongs.
- B2.2.2** All complaints alleging a violation of the Rules of Conduct by a coach during or in connection with zone play-off or provincial championship competition shall be processed in accordance with the rules and regulations of the applicable Sport Commission.
- B2.2.3** There is no appeal to BCSS or any of its committees from a decision of a Local Athletic Association or Sport Commission.



WINTER SPORTS



PART C: TEAM ELIGIBILITY AND TIERING CLASSIFICATIONS

Section C1: GENERAL

A School Team is defined as any one (1) student-athlete or group of student-athletes who are representing the school in interschool sport activity, and are supervised by a school district-approved coach/sponsor and under the authority of the School Administrator. All school teams must be properly registered by the published deadline dates [C2] in order to compete in BCSS competition. Individual student-athletes must be named on the appropriate STUDENT-ATHLETE Registration Form as part of their eligibility requirements.

- C1.1 SCHOOL MEMBERSHIP IN BCSS:** the school that is being represented by a team must be a Member School of BCSS as per the BCSS **Bylaw Article II – Membership..**

Section C2: REGISTRATION REQUIREMENTS

*Please note that all registration deadlines are in addition to all eligibility rules which state that all student-athletes MUST BE DULY registered prior to competing in any 'restricted competition.'

- C2.1 A school must submit the required Sport Declaration Form, Student-Athlete Registration Forms and pay all required membership and/or entry fees by the published deadlines in order to remain eligible for interschool competition, or pay such fines as approved by the BCSS membership.
- (i) **Sport Declaration:** In September each year, schools are required to declare **ALL** teams and levels of competition in which they hope to be involved for the entire year. This form must be submitted online by October 7 (submission of this form does not replace the team Student-Athlete Registration Form).
- Final additional fall Sport Declaration deadline – October 7
 - Final additional winter Sport Declaration deadline – November 28
 - Final additional spring Sport Declaration deadline – March 6
- (ii) A fine in the amount of \$100 will be assessed to schools that miss the final declaration dates as noted above.
- C2.1.1 A fine in the amount of \$100 will be assessed to schools that miss the final declaration dates as noted below.
- C2.2 **Student-Athlete Registration Forms:** for all Grade 8, Grade 9, Junior, Senior and Open teams must be submitted to the BCSS office through the BCSS online registration system and in accordance with approved membership deadlines.
- C2.2.1 **Deadlines:** Student-Athlete Registration Forms for all BCSS registered teams must be submitted through the BCSS online registration system by the deadlines below:
- (a) Fall Sports:
- i) deadline for online submission is October 7, 2011 - Aquatics, Cross Country (senior and junior), Field Hockey, Football, Rugby (grade 8 and 9 Vancouver only), Soccer (boys'), Volleyball (boys' and girls')
- (b) Winter Sports:
- i) deadline for online submission is December 5, 2011 - Basketball (boys' and girls'), Curling, Gymnastics, Winter Volleyball Grade 8 / OCSSAA, Wrestling
 - ii) deadline for online submission is January 16, 2012 - skiing/snowboarding
- (c) Spring Sports:

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- i) deadline for online submission is April 5, 2012 - Badminton, Basketball (Grade 8 NCD only), Golf, Rugby, Soccer (girls'), Tennis, Volleyball (Girls' grade 8 and 9 FVE only), Volleyball (Boys' grade 8 & 9 Vancouver only), Soccer (Boys' grade 8 and 9 FVE only)
- ii) deadline for online submission is April 17, 2012
- Mountain Biking -Track & Field.

C2.3 Adding Names to a Student-Athlete Registration Form: student-athletes who are new to the school or who are joining a team after the initial registration has been submitted, [these student-athletes must not have participated in any competition(s)] and who are otherwise eligible, can be added to the BCSS Student-Athlete Registration Form by the following deadlines:

C2.3.1 Fall Sports - must be submitted online by October 24 or at least seven (7) days before the zone qualifying event (whichever date is earlier)

C2.3.2 Winter Sports - must be submitted online by February 1 or at least seven (7) days before the zone qualifying event (whichever date is earlier)

C2.3.3 Spring Sports - must be submitted online by May 1 or at least seven (7) days before the zone qualifying event (whichever date is earlier)

C2.3.4 In the event an individual student-athlete for any sport is not included on the Student-Athlete Registration Form (due to an administrative error) prior to Zones and is deemed eligible to play by BCSS, the school will be assessed an automatic fine of \$100 that must be paid prior to the student-athlete's name being entered by BCSS on the BCSS Student-Athlete Registration Form. No late student-athlete's names will be added to the BCSS Student-Athlete Registration Form after the start of the zone playoffs, or where no zone playoffs exist, after restricted competition playoffs

C2.3.5 In the event an individual student-athlete for any sport is not included on the Student-Athlete Registration Form (due to an administrative error) which would allow for participation at the BC Provincial Championships and that student-athlete is deemed eligible to play by BCSS as verified by the school administration through the submission of the following documentation:

- (a) Copy of PR card or school registration documents that indicates they have previously attended that member school in preceding years as well as the current year.
- (b) Written verification that the student-athlete has participated on either a team or individual sport for that school during that school year. (team roster lists, score cards, team uniform deposit receipts, etc.)

Then the school will be assessed an automatic fine of \$250.00 which must be paid prior to the student-athlete's name being entered by BCSS on the online BCSS Student-Athlete Registration Form.

C2.3.6 Exception to Rule C2.2.1 (Final Deadlines): in extraordinary circumstances, the BCSS Executive Director may, in consultation with the zone Tournament Coordinator and the Sport Commissioner (if applicable), accept a Student-Athlete Registration Form or an "Adding Student-Athlete to a SRF" after the final deadline. The request must be in writing and state the extraordinary circumstances and then be faxed or e-mailed to the BCSS office. The decision of the Executive Director is final and binding on all parties.

C2.4 Student-athletes Moving to a Higher Level of Competition: student-athletes who are properly registered by the deadlines at a grade 8, grade 9 or junior level of competition can be moved up to a higher age level of competition at the end of their season, as per D4.3.

FINES		
REGISTRATION	RATIONALE	FINES
Sport Declaration	Deadline Passed	\$100
Restricted competition *Schools will be fined no more than a maximum of \$200 per season of play for late 'team' registration.	(a) Late Player Registration (after final deadline)	\$25
	(b) Late Team Registration (after final deadline)	\$50
Zone Play <u>If a protest is filed for playing ineligible players (players who are not duly registered) teams face forfeiture and financial penalties.</u>	(a) Late Player Registration PRIOR to the start of Zone play and after League play	\$100
	(b) Late Team Registration PRIOR to start of Zone play and after League play	\$200
Provincial Championships <u>If a protest is filed for playing ineligible players (players who are not duly registered) teams face forfeiture and financial penalties.</u>	Late Player Registration PRIOR to the start of the Provincials.	\$250

C2.5 Late Fines for Student-Athlete Registration: schools must pay a late fee of \$25 per late Student-Athlete registration or \$50 for a late team registration with BCSS after the deadlines stated in rule C2.2. Schools will only pay a maximum of \$200 per season of play for late Student-Athlete team registration.

C2.6 Automatic Penalties:

C2.6.1 a \$25 fine per late Student-Athlete athlete or \$50 for a late team registration.

C2.6.2
if the fine is not paid by the stated due date on the invoice, the Member School team is NOT eligible for any further restricted competition until the fine is paid.

Section C3: PROCEDURES FOR DEALING WITH VIOLATIONS OF THE REGISTRATION POLICIES

C3.1 The Offending Coach or Member School Self-reports:

C3.1.1 BCSS Investigation by the Executive Director:

- (a) verbal confirmation of the violation with the Member School
- (b) the additional information will be added administratively to the ExNet registration system.

C3.1.2 Penalties: as per C2.1

- (a) forfeiture of all restricted interschool competitions in which the ineligible team(s) has participated
- (b) fines:
 - i) \$25 for late Student-Athlete Registration
 - ii) \$50 for late Team Registration

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- (c) the Member School has ten (10) school days to pay the fine (all fines are payable to BCSS)
- (d) if the fine is not paid within ten (10) school days, the TEAM will not be eligible for restricted competition until the fine payment is received.

C3.2 A Complaint is Filed with BCSS:

C3.2.1 BCSS Investigation by the Executive Director:

- (a) verbal confirmation of the violation with the responding Member School
- (b) written “cease and desist” notification stating that the student-athlete and/or team is ineligible and the fine (cc: Athletic Association)
- (c) the STUDENT- ATHLETE and/or TEAM is NOT eligible to compete until all student-athletes are properly registered by BCSS staff on the ExNet registration system.

C3.2.2 Penalties: as per C2.1

- (a) forfeiture of all restricted interschool competitions in which the ineligible team(s) has participated
- (b) fines:
 - i) \$50 for late Student-Athlete Registration Forms
 - ii) \$100 for late Team Registration
- (c) the Member School has ten (10) school days to pay the fine (all fines are payable to BCSS)
- (d) if the fine is not paid within ten (10) school days, the TEAM will not be eligible for restricted competition until the fine payment is received.

C3.3 Appealing Fines for Late Student-Athlete Registration Forms: appeals of fines due to the late submission of Student-Athlete Registration Forms must be submitted by fax or mail and received at the BCSS office within five (5) school days of a notice of penalty being sent to a Member School.

C3.3.1 Documentation: documentation citing the extraordinary circumstances that explain why Student-Athlete Registration Forms were late should be submitted by the Athletic Directors and/or the Administrator to the Executive Director.

C3.3.3 Final and Binding Decision: the decision of the Executive Director is final and binding on all parties.

Please refer to the chart regarding applicable fines levied for league, zone or Provincial Championship play.

Section C4: REGISTRATION OF ELIGIBLE STUDENT ATHLETES

C4.1 To be able to participate in BCSS restricted competition, the school is responsible for ensuring that:

- C4.1.1** student-athletes are eligible as per **PART D** of these Competitive Rules and Regulations
- C4.1.2** student-athletes are listed on the applicable school Student-Athlete Registration Form as per **C2**
- C4.1.3** an individual student-athlete is only eligible to compete in one (1) thirteen (13) week sanctioned season of play (restricted and unrestricted competition) per sport in each school year.

Section C5: VIOLATIONS OF ELIGIBILITY POLICIES

C5.1 The Offending Coach or Member School Self-reports:

C5.1.1 BCSS Investigation by the Executive Director:

- (a) verbal confirmation of the violation with the Member School
- (b) written “cease and desist” notification stating the circumstances of ineligibility and the fine (cc: Athletic Association)
- (c) the student-athlete(s) is NOT eligible unless an Eligibility Application is filed with BCSS and accepted by the Eligibility Officer.

C5.1.2 Penalties: as per D1.1:

- (a) forfeiture of all restricted interschool competitions in which the ineligible student-athlete(s) has participated
- (b) a \$50 fine per instance (each restricted competition), to a maximum of \$200
- (c) the Member School has ten (10) school days to pay the fine (all fines are payable to BCSS)
- (d) if the fine is not paid within ten (10) school days, the TEAM will not be eligible for restricted competition until the fine payment is received.

C5.2 A Complaint is Filed with BCSS:

C5.2.1 BCSS Investigation by the Executive Director:

- (a) verbal confirmation of the violation with the responding Member School
- (b) written "cease and desist" notification stating the circumstances of ineligibility and the fine (cc: Athletic Association)
- (c) the student-athlete(s) is NOT eligible unless an Eligibility Application is filed with BCSS and accepted by the Eligibility Officer.

C5.2.2 Penalties: as per D1.1:

- (a) forfeiture of all restricted interschool competitions in which the ineligible student-athlete(s) has participated
- (b) a \$50 fine per instance (each restricted competition), to a maximum of \$200
- (c) the Member School has ten (10) school days to pay the fine (all fines are payable to BCSS)
- (d) if the fine is not paid within ten (10) school days, the TEAM will not be eligible for restricted competition until the fine payment is received.

C5.3 Appealing Fines for Violations of Eligibility Policies: the fine for playing an ineligible student-athlete may be appealed. The original fine is still due for receipt at BCSS within the ten (10) school day period, but will be held if an appeal is received, until such time as the appeal procedure is concluded.

C5.3.1 Appeals: the fine can be appealed to the BCSS Management Committee through the President. The written appeal, citing the situation and circumstances under which the appeal is being filed must be submitted within ten (10) school days of the Ruling being announced.

C5.3.2 Appeal Hearing: the Management Committee will conduct an Appeal Hearing within ten (10) school days of receipt of the appeal. The Coach and/or School Athletic Director may be represented at the Hearing, with those additional representation costs to be borne by the school. They cannot be present during deliberation by the Management Committee.

An Appeal Hearing may be conducted by conference call, for expediency sake. The Management Committee can make one (1) of three (3) decisions:

- (a) uphold original fine, or
- (b) uphold a fine but of a reduced amount, or
- (c) overturn the original fine, with no further penalty.

C5.3.3 Appeal Decisions: the decision of the Management Committee must be sent, in writing, to the appealing School Athletic Director and Coach within five (5) days of the Appeal Hearing. If the fine amount has been lowered or cancelled, the original fine payment will be returned to the school, with a new invoice for the reduced amount or a "notice of cancellation" of the applicable invoice.

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Section C6: ATHLETIC ASSOCIATION APPROVAL

C6.1 The local and/or regional Athletic Association must approve the participation of a school team for all age levels and genders. This may be done through a blanket sanctioning procedure in the local rules and regulations, or special dispensation given by the Association, and sent to BCSS.

It is recommended that the Athletic Association submit blanket approval for all sanctioned restricted competitions and levels of competition by June 30th of the previous school year.

Section C7: TIERING CLASSIFICATION

C7.1 Number Calculation for all Tier Classifications:

The tier designation count should include all grade 11 and 12 students under (19) years of age as of December 31st of the current school year. These numbers should be the same count of students that are entered to the Ministry of Education on September 30 of the current year. (Note that Tier Classification is based upon the actual number of students in a building rather than a count of only eligible students.) (May, 2011)

C7.1.1 Football will use the enrolment figures for the previous school year.

C7.1.2 Enrolment numbers by gender will be specific to the Sport Commission.

C7.2 Sport Tier Classifications:

Sport Commissions may hold one (1) or more Provincial Championship(s) with school enrolment being the principal determining factor. Below are the existing tier classifications by sport.

BASKETBALL - BOYS	AAA - 226 or more boys in Grades 11 and 12 AA - 81 - 225 boys in Grades 11 and 12 A - 80 or fewer boys in Grades 11 and 12
BASKETBALL - GIRLS	AAA - 226 more girls in Grades 11 and 12 AA - 81 - 225 girls in Grades 11 and 12 A - 80 or fewer girls in Grades 11 and 12
FIELD HOCKEY - GIRLS	AAA - 251 or more girls in Grades 11 and 12 AA - 250 or fewer girls in Grades 11 and 12
FOOTBALL - BOYS	AAA - 301 or more boys in Grades 11 and 12 AA - 300 or fewer boys in Grades 11 and 12
GOLF - COED	AAA - 361 or more students in Grades 11 and 12 AA - 320-360 or fewer students in Grades 11 and 12 A - 319 or fewer students in Grades 11 and 12 - tier numbers are halved (80) for single gender schools
*RUGBY - BOYS	AAA - 251 or more boys in Grades 11 and 12 AA - 250 or fewer boys in Grades 11 and 12 * plus specific climatic, facility and calibre criteria. See BCSSRU Commission Registration information.
*SOCCER - BOYS	AAA - 226 or more boys in Grades 11 and 12 AA - 81 - 225 boys in Grades 11 and 12 A - 80 or fewer boys in Grade 11 and 12 * plus specific climatic, facility and calibre criteria. See BCSSSA Commission Registration information.

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*SOCCER - GIRLS	AAA - 226 or more girls in Grades 11 and 12 AA - 81 - 225 girls in Grades 11 and 12 A - 80 or fewer girls in Grade 11 and 12 * plus specific climatic, facility and calibre criteria. See BCSSSA Commission Registration information.
*TENNIS	AAA - 501 or more students in Grades 11 and 12 AA - 500 or fewer students in Grades 11 and 12 * plus specific climatic, facility and calibre criteria. See BCSSTA Commission Registration information.
VOLLEYBALL - BOYS	AAA - 226 or more boys in Grades 11 and 12 AA - 81 - 225 boys in Grades 11 and 12 A - 80 or fewer boys in Grades 11 and 12
VOLLEYBALL - GIRLS	AAAA - 251 or more girls in Grade 11 and 12 AAA - 161- 250 girls in Grade 11 and 12 AA - 81 - 160 girls in Grades 11 and 12 A - 80 or fewer girls in Grade 11 and 12

C7.3 Sports Changing Tier Classification Numbers:

a Commission wishing to change its tier classification based on enrolment must develop a rationale, with input from coaches, which must be submitted to the Competitive Standards Committee no later than January 16th of the current school year, with recommendations going forward to the next Legislative Assembly for approval.

C7.4 Additional Designated Criteria for Tier Classification:

C7.4.1 Sport Commissions may use criteria (in addition to enrolment) appropriate to the sport for tier placement. Examples are:

- circumstances where climate or remoteness significantly affects the length of the season and the number of interschool events
- circumstances where schools are either initiating a new program or reactivating one (1) after having been out of competition for a period of time
- extenuating circumstances at the discretion of the Commission.

C7.4.2 a Sport Commission wishing to use criteria (in addition to enrolment) for tier placement must develop a rationale, with input from coaches, which must be submitted to the Competitive Standards Committee no later than January 16th, with recommendations going forward to the Legislative Assembly for approval.

SPRING SPORTS



PART D - STUDENT-ATHLETE ELIGIBILITY

BCSS recognizes the right of all student-athletes to choose which school they attend and which subjects they study. BCSS, however, is charged with the responsibility of drafting, implementing and enforcing rules on eligibility for those student-athletes who seek the privilege of participating in interschool competition. The over-riding purpose of these rules is to ensure fair and equitable competition for all student-athletes participating in BCSS restricted competition.

Section D1: STUDENT-ATHLETE ELIGIBILITY

Individual student-athletes must meet the applicable eligibility requirements of BCSS and any applicable Sport Commission gender-based equity rule to participate in restricted and unrestricted competition, and be listed on the appropriate Student-Athlete Registration Form to be eligible for restricted and unrestricted competition. [See Definitions for "Restricted and Unrestricted Competition"]

- D1.1** Participation of an ineligible student-athlete in restricted and unrestricted competition will result in the following penalties [also see Section C5 - Violations of the Eligibility Policies for reporting procedure and appeal procedure]:
 - D1.1.1** the Member School forfeits all restricted competition in which the ineligible student-athlete has participated, and
 - D1.1.2** the Member School must pay a \$50 fine per student-athlete, per restricted competition, to a maximum of \$200.
- D1.2** The student-athlete may be ineligible because:
 - D1.2.1** they are ineligible under Part D of these rules, or
 - D1.2.2** the student-athlete may not be properly registered with the school team as per **C2.2** of these rules.

Section D2: STUDENT-ATHLETES REGISTERED AT AND COMPETING FOR A MEMBER SCHOOL

- D2.1** A student-athlete can only play for the Member School at which they are registered. Student-athletes must be in grades 8 - 12 at a BCSS Member School in order to compete in any BCSS-approved competitive activity. [Please note competitive restrictions in rules D4.4.1].
 - D2.1.1** An individual student-athlete is only eligible to compete in one (1) thirteen (13) week sanctioned season of play (restricted and unrestricted competition) per sport in each school year.
 - D2.1.2 Student-athletes registered at more than one Member School:**
 - (a)** if a student-athlete is registered at two (2) schools the student-athlete may only participate in BCSS activities for the member school at which the student-athlete has the largest percentage of the credit load. This member school would be considered their 'home school'
 - (b)** if the credit load at the two (2) member schools is equal, the student-athlete is eligible to participate for the member school at which the student-athlete first registered for a BCSS activity
 - (c)** if, at any time during the student-athlete's second (2nd), third (3rd), fourth (4th), and fifth (5th) year of eligibility, the member school at which the student-athlete has the majority of his or her credit load changes, the school must establish eligibility at this member school by either filing an eligibility application or meeting the conditions outlined in Section D12.
- D2.2 FULL-TIME STUDENT-ATHLETE STATUS:** a student-athlete must be full-time as judged by the School Administrator based on a full-time course load of seventy-five percent (75%) or more within a school year with courses taken in the season of play in which the student-athlete competes.

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- D2.3 PARENTAL APPROVAL:** prior to participation, the student-athlete must have submitted evidence of parental or legal guardian approval of participation, IN EACH SPORT, to be kept on file at the school. In addition, evidence acknowledging the "RISK" factors must also be given to the Parent/Legal Guardian by the school for each sports team a student-athlete plays on.
- D2.4 GRADUATION:** the student-athlete must not have completed graduation requirements in the preceding school year or accepted a Senior Secondary Certificate of Standing in the current school year. A student-athlete may complete graduation requirements within the school year, continue to take courses and remain eligible as long as they do not accept a Certificate of Standing, and they remain at their home school.
- D2.5 Travelling / Training with Another School:** student-athletes may train and/or travel with another BCSS Member School in accordance with their School District or school policies, but can only compete for the school at which they are registered. **[Please see A3.1 - Supervision Policy].**
- D2.6** Participation of Students in Kindergarten to Grade 7:
- D2.6.1 Student-Athletes enrolled in Grade 7 at a BCSS Member School:**
K-7 student-athletes are not allowed to participate in BCSS sanctioned sport. An application can be made to the Eligibility Officer for an exemption to allow a Grade 7 student-athlete to play for a bantam (grade 8 team) where the Member School would otherwise not be able to field a team due to insufficient numbers.
See D2.6.2.2 for the application process.
- D2.6.2 Student-athletes Enrolled in Grade 7 at a non-BCSS Member School:**
these student-athletes are not eligible to participate in any BCSS restricted or unrestricted competition.
- D2.6.2.1** Despite D2.1, a Member School may apply to the Eligibility Officer to allow a grade 7 student-athlete from an elementary, middle or K-12 school in the Member School's catchment area to play for a bantam (Grade 8) team when the Member School would otherwise not be able to field a team due to insufficient numbers.
- D2.6.2.2** The application shall:
- be made on a Grade 7 Eligibility Application Form;
 - be made for a bantam (grade 8) team sport only;
 - certify that the elementary school is in the catchment area of the Member School;
 - certify that, to the best of the belief of the team's coach, the Member School will be unable to field a team because of insufficient student participation unless the application is allowed; and,
 - contain a letter from the Member School's Administrator supporting the application.
- D2.6.2.3** Applications shall be made by:
- October 3 for fall season teams;
 - December 15 for winter season teams; and,
 - April 2 for spring season teams.
- D2.6.2.4** The Eligibility Officer shall allow the application if satisfied the criteria in D2.6.2.2 are met. If the application is allowed, the student-athlete becomes eligible for the bantam (grade 8) team for the year.
- D2.6.2.5** The Eligibility Officer's decision is final and binding and shall not be questioned or reviewed in any court or tribunal, and no order shall be made or process entered or proceeding taken in any court or tribunal whether by way of injunction, declaration, prohibition or otherwise to question, review, prohibit or restrain the proceedings.
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- D2.6.3** Student-athletes Enrolled in Kindergarten through Grade 6 at any BC School: student-athletes who are in grade 6 or lower at any BC school are NOT eligible to compete in any BCSS restricted or unrestricted competition.

(In accordance with the definition of "Member School" in the BCSS Bylaws, elementary schools cannot be full members of BCSS.)

Section D3: SPORT SPECIFIC EDUCATION PROGRAMS

- D3.1** A sport specific education program combines education with specific sport instruction/education for curriculum credit. The sport specific education program allows for sport specific training, instruction and/or competition; provides sport skills training in a targeted sport; provides other training/education such as, but not limited to, weight training, sport nutrition, or mental training to support the targeted sport.

A student-athlete is considered to be enrolled in a sport specific education program if:

- D3.1.1** a student-athlete is enrolled in a catchment/home school for a sport specific education program and the student-athlete receives five (5) or more credits for educational courses of sports instruction (compliance and authorization must be submitted). These student-athletes would be ineligible to compete in that sport for their school based team.
- D3.1.2** a student-athlete is enrolled in a non-catchment school for a sport specific education program and the student-athlete receives four (4) or more credits for educational courses of specific sports instruction (compliance and authorization form must be completed). These student-athletes would be ineligible to compete in that sport for their school based team.

Section D4: MOVEMENT BETWEEN TEAMS

- D4.1** School Teams Playing Up: a grade 8, grade 9 or junior team that participates in more than four (4) playing days of either restricted or unrestricted competition at a higher age level of competition, or more than two (2) playing days involving restricted competition or any post season play, must remain at that higher age level competition and must then be appropriately registered on that applicable higher age level team.
- D4.2** Individual Student-athletes Playing Up: a student-athlete can participate in up to four (4) playing days of either restricted or unrestricted competition at a higher age level than the team for which the student-athlete is registered. Only two (2) of the four (4) playing days may involve restricted competition. The student-athlete can only play up at the more senior school into which the student-athlete's school directly feeds.

On the fifth (5th) playing day over-all or the third (3rd) playing day involving restricted competition, the student-athlete remains with the higher age level team and must be immediately registered with the higher age level team.

***NOTE: ANY DAYS THAT A TEAM PLAYS UP (D4.1) MUST BE INCLUDED IN THE OVERALL CALCULATION OF THE TOTAL NUMBER OF DAYS ALLOWABLE FOR PLAYING UP BY EACH INDIVIDUAL STUDENT-ATHLETE.**

- D4.2.1** Limits to playing up for play-offs / post-season: a student-athlete who plays up to a more senior level play-off / post-season play is ineligible to return to play in any competition in any lower age group (this includes grade 8 and 9 competition) in that sport in any season of play that school year.

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- D4.3 Individual Student-athletes Moving Up at the End of Their Age Group Season:** a student-athlete who is otherwise eligible and is registered on one (1) of the school teams in the same sport, or is registered on one (1) of the direct feeder school teams in the same sport, is eligible to join the more senior team in that sport after the completion of the lower age level team's restricted competition and play-off schedule.

The student-athlete must be added to the appropriate Student-Athlete Registration Form for the more senior team before competing. The addition of the student-athlete is made by notification in writing to the BCSS office of the student-athlete's name, name of the team on which they were originally registered, and the signature of the coach and Athletic Director. (use the "Moving Student-athlete to a Higher Age-Group Team Form").

- D4.4 Exception to D2.1 for Middle School and Junior Secondary Student-athletes Playing Up:** an exception to D2.1 shall be Member School Middle School student-athletes and Member School Junior Secondary School student-athletes who can "play up" to the Member School Senior School that they would normally attend if, by the registration date, [see C2.2 and C2.3] they have the approval of both Member School Administrators, both Member School coaches, and the parent(s)/legal guardian(s). The local Athletic Association, the District Superintendent and BCSS must be notified using the "Middle School / Junior School Student-Athlete Playing Up" Form. These student-athletes must be registered on their own school's EXNET registration site and be a Member School in good standing. Member Schools must not be registering these student-athletes on their database. BCSS will create a link between the feeder school and the Senior School's database for you to register them on your team. Any student-athletes not properly registered will be deemed ineligible.

D4.4.1 Definition and Limits to Playing Up:

- (a) "playing up" is a student-athlete moving up to a higher age level of competition than CAN exist at the student-athlete's present school
- (b) Sport Specific Limit to Playing Up: student-athletes attending a Middle School or Junior Secondary School cannot "play up" in the sports of gymnastics, mountain biking, wrestling, swimming, synchronized swimming aquatics, track & field, or cross country as the minimum number to form a school team in these sports is one (1) athlete.

- D4.5 Exception to D2.1 for Jointly Sponsored Teams:** there is merit in allowing student-athletes to participate in sports programs that are not offered at their home school due to insufficient numbers in small rural or isolated communities.

Two (2) or more rural or isolated (see definitions) Member Schools may make an application to the Eligibility Officer to sponsor a joint team which will involve the participation of student-athletes from more than one (1) Member School (contact the BCSS Office for the Joint Sponsorship Application Forms).

D4.5.1 Each application must:

- (a) be made for team activities only;
- (b) be made with regard to Member Schools that are located within close geographical proximity within the same zone;
- (c) be for a minimum period of one (1) year (on a trial basis); and
- (d) be accompanied by a letter of request from the Member Schools' Administrators, setting out the reasons for and in support of making the application.

D4.5.2 Applications for Jointly Sponsored Teams from Member Schools shall be made:

- (a) by September 15th for teams to be involved in Fall activities;
- (b) by November 1st for teams to be involved in Winter activities;
- (c) by February 1st for teams to be involved in Spring activities.

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- D4.5.3** In deciding whether or not to grant an application for a joint team the Eligibility Officer shall consider, but is not limited to, the following:
- (a) the goal of allowing joint teams is to increase the number of student-athletes that participate in activities by making activities available for student-athletes that would not otherwise be available if joint teams were not accepted
 - (b) it is preferable to combine smaller schools rather than having a small school combine with a larger school
 - (c) improving the quality of a team (i.e. better win/loss record) shall not be a criterion in deciding whether approval will be granted.
- D4.5.4** When an application is granted, the tiering classification of the joint team will be determined by the combined population of the two (2) schools forming the joint team.
- D4.5.5** Applications, when granted, shall be for a one (1) year term (trial basis).
- D4.5.6** The Eligibility Officer may terminate a joint team before the expiry of the one (1) year period in the following cases:
- (a) closure of one (1) of the participating schools, or
 - (b) serious breach of the bylaws, policies or rules and regulations of BCSS by any of the participants, or
 - (c) when, in the opinion of the Eligibility Officer, it is in the best interests of the student-athletes of one (1) or more schools.
- D4.5.7** The Eligibility Officer's decision is final and conclusive and shall not be appealed or reviewed in any manner.
- D4.6** Individual Student-athletes Playing at Two (2) Levels of Competition in the Same Season of Play: if it is deemed necessary to have student-athletes compete at two (2) different levels in order to field teams, an exception can be made with written approval from the parent/legal guardian, Administrator, local Athletic Association and Provincial Sport Commission.
- D4.6.1** Exemption: BCSSSFA (football) student-athletes will be allowed to play at two levels in the same season of play.
- D4.7** Registering More Than One (1) Team per Age-Group: if a school registers two (2) or more teams in the same age-group and same sport, there will not be any movement of student-athletes between those teams for restricted competition. If a school has two (2) or more groups of student-athletes competing in two (2) or more different restricted competitions or sets of competitions, then all of those teams must be properly and separately registered.

Section D5: STUDENT-ATHLETE GENDER

- D5.1** Female student-athletes can only play on a team designated as a "girls" sport, and male student-athletes can only play on a team designated as a "boys" sport. Both genders can compete on a team designated as a "coed" sport, in accordance with the sport-specific roster allocations. The only exception to this rule is that female student-athletes may play on a "boys" team only if their school will not offer a girls team in that sport at the appropriate age level during the same school year. A letter from the Administrator confirming a girls team will not be offered must accompany the appropriate Student-athlete Registration Form. If a girl plays on the appropriate age level boys team, she may not play on the more senior girls team during the same school year.
- D5.2** If there is a conflict between D5.1 and a bylaw, rule or similar provision of a Sport Commission, the bylaw, rule or similar provision prevails.

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Section D6: STUDENT-ATHLETE AGE AND COMPETITIVE LEVELS

- D6.1 Senior Competition:** to compete in a senior competition, student-athletes must be under nineteen (19) years of age as of December 31st of the current school year, and be in no more than their fifth (5th) year of eligibility (student-athletes born in 1992 or earlier are NOT eligible for any competition in 2011-2012. Grade 8 entry date must be September 2007 or later).
- D6.2 Grade Ten (10) or Junior Competition:** to compete in a grade ten (10) or junior competition, student-athletes must be under seventeen (17) years of age as of December 31st of the current school year, and be in no more than their third (3rd) year of eligibility (student-athletes born in 1994 or earlier are too old for junior competition in 2011-2012. Grade 8 entry date must be September 2009 or later).
- D6.3 Grade Nine (9) or Juvenile Competition:** to compete in a grade nine (9) or juvenile competition, student-athletes must be under sixteen (16) years of age as of December 31st of the current school year, and be in no more than their second (2nd) year of eligibility (student-athletes born in 1995 or earlier are too old for grade 9 competition in 2011-2012. Grade 8 entry date must be September 2010 or later).
- D6.4 Grade Eight (8) or Bantam Competition:** to compete in a grade eight (8) or Bantam competition, student-athletes must be under fifteen (15) years of age as of December 31st of the current school year, and be in their first (1st) year of eligibility (student-athletes born in 1996 or earlier are too old for grade 8 competition in 2011-2012. Grade 8 entry date must be September 2011).

Section D7: NUMBER OF YEARS OF ELIGIBILITY

- D7.1 Five (5) Years Eligibility:** Student-athletes have five (5) consecutive years of athletic program eligibility, starting on the entry date into grade 8. A year is considered to be the twelve (12) month period between September of one (1) school year and September of the next school year.
- D7.1.1 If a Student-athlete Doesn't Participate:** if a student-athlete chooses not to participate during one (1) or more years of the five (5) year period, or is not on a team roster during one (1) or more years of the five (5) year period, or leaves school (withdraws) for a time period during the five (5) year eligibility time period, that time period will still count toward the five (5) years of eligibility.
- D7.1.2 Ungraded Student-athletes:** for ungraded student-athletes in schools where it is difficult to determine when a student-athlete entered grade 8 (e.g.: middle school, K - 10, K - 12 schools), the student-athlete will be considered to be a grade 8 student-athlete in the school year commencing in September of the calendar year in which the student-athlete becomes thirteen (13) years of age.
- D7.1.3 Request for Extension of Five (5) Years Eligibility Due To Lost School for Medical Reasons:** if a significant portion of a school year is lost due to illness or accident, the Member School may appeal on the student-athlete's behalf to have up to one (1) year of eligibility restored. Medical documentation must show that the loss of an academic year due to medical reasons resulted in the student-athlete having to repeat a grade and prevented the normal five (5) year progression through school. The eligibility time restored will not include any seasons of play in which the student-athlete had been enrolled in school during the academic school year in question. The appeal must include medical documentation, academic records and absentee records for the school(s). No student-athlete will be granted a sixth (6th) year of eligibility in any sport he/she has already participated in for part or all of five (5) seasons. Nor will that student-athlete be granted a sixth (6th) year of eligibility if they have participated in any part of both a fourth (4th) and fifth (5th) year of eligibility.

- D7.1.4** Eligibility Calendar for Families Moving to British Columbia: a student-athlete whose family is coming into British Columbia from another province or another country is eligible for five (5) years from their date of entry into grade 8 or the grade 8 equivalent in their previous place(s) of residence. If documentation is unavailable, a combination of age and grade level as determined by the School will determine the student-athlete's year of eligibility.
- D7.1.5** Returning Exchange Student-athlete: a BC student-athlete who is returning to BC after conclusion of a one (1) year or less outgoing student exchange program, and who has concluded their eligibility calendar in accordance with **D7**, may have up to one (1) year of eligibility restored only if all of the following conditions are met:
- (a) the student-athlete has participated in a BCSS-approved outgoing exchange program
 - (b) the student-athlete is returning to the same BCSS Member School that they attended prior to leaving on the exchange program
 - (c) the student-athlete does not participate in any restricted competition in BCSS-approved sports in which the student-athlete participated in interschool and/or club competition while on the exchange
 - (d) the student-athlete meets all other eligibility requirements
 - (e) a letter from the Administrator confirming compliance with (a) to (d) is required.

(Approved exchange programs - AFS Interculture Canada, Cultural Homestay International, Educational Foundation Exchange, Rotary International, Student Travel Schools, World Youth Services, Ministry of Education Germany and Quebec Exchange Programs)

Section D8: HOME STUDY STUDENT-ATHLETES

- D8.1** A student-athlete who is registered as a Home Study Student-athlete is eligible to participate only if:
- D8.1.1** the Administrator of the school, the Athletic Director of the school and the sport-specific school coach support the student-athlete's involvement, and
 - D8.1.2** the School District has a published policy (as per the Public School Act) that allows the home study student-athlete to participate in extra-curricular activities at the school with which they are registered, and a copy of said policy has been submitted to BCSS, to be kept on file, and
 - D8.1.3** the student-athlete actively trains and participates with the school team unit for the sport, and
 - D8.1.4** the student-athlete meets all of the other eligibility criteria as written.

Section D9: DISTRIBUTED LEARNING SCHOOL STUDENT-ATHLETES AND / OR VIRTUAL DELIVERY STUDENT-ATHLETES

- D9.1** A student-athlete registered at a Ministry of Education designated Distributed Learning School or a Virtual Delivery School is eligible to compete for a BCSS Member School only if the Distributed Learning School or Virtual Delivery School is a member of BCSS, and the applicable regulation below is followed:
- D9.1.1** For student-athletes who previously attended a BC middle, junior secondary or secondary school:
 - (a) the student-athlete is immediately eligible to compete for the most recent BCSS member school (home school) at which they were previously enrolled
 - (b) any request to compete for a school other than that of his / her initial athletic eligibility while still enrolled at the Distributed Learning or Virtual Delivery school, will have to be appealed to the Eligibility Officer.

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- D9.1.2** For student-athletes who have never competed in interschool sport since grade 8 entry and have never been enrolled at a BC middle, junior secondary or secondary school:
- (a) the student-athlete is immediately eligible to compete for any member school
 - (b) once the student-athlete has participated in any sport for a particular school, and while they are still enrolled at the Distributed Learning or Virtual Delivery school, he / she is only able to compete at the school of initial athletic eligibility
 - (c) any request to compete for a school other than that of his / her initial athletic eligibility while still enrolled at the Distributed Learning or Virtual Delivery school, will have to be appealed to the Eligibility Officer.
- D9.1.3** For student-athletes whose families have moved into a new school district after the start of their first (1st) year of eligibility, and who have not previously been enrolled at a BC middle, junior secondary or secondary school in that district:
- (a) the student-athlete is immediately eligible to compete for his / her catchment public school
 - (b) any request to compete for a school other than his / her catchment school while still enrolled at the Distributed Learning or Virtual Delivery school, will have to be appealed to the Eligibility Officer.
- D9.1.4** Compliance Requirements:
- (a) the Administrator of the Distributed Learning or Virtual Delivery school must submit a letter of authorization and approval to the school at which the student-athlete will play (ie: home school)
 - (b) the Administrator of the "home school", the Athletic Director and the sport-specific school coach supports the student-athlete's involvement
 - (c) the student-athlete actively trains and participates with the school team unit for the sport
 - (d) the student-athlete meets all other BCSS eligibility requirements as written, including being a full-time student.

Section D10: FRANCOPHONE SCHOOL DISTRICT (#93) STUDENT-ATHLETES

- D10.1** A student-athlete registered at a Ministry of Education designated Francophone school (part of SD #93) is eligible to compete for a BCSS Member School only if:
- D10.1.1** the Francophone school is a stand-alone school with its own school teams, is a full member of BCSS, and the student-athlete meets all other eligibility requirements
 - D10.1.2** the Francophone school is housed as part of a school ("holding school") within the boundaries of a different school district, and the student-athlete takes all non-Francophone school courses at that "holding school"
 - D10.1.3** the student-athlete has not transferred to the Francophone school after the start of their first (1st) year of eligibility, unless they meet one (1) of the conditions outlined in D12.3.1 – D12.3.11
 - D10.1.4** the Francophone school district has paid a membership fee to BCSS, on behalf of the student-athletes able to participate with "holding schools"
 - D10.1.5** the Administrator of the "holding school", the Athletic Director and the sport-specific coach supports the student-athlete's involvement
 - D10.1.6** the student-athlete actively trains and participates with the school team unit for the sport
 - D10.1.7** the student-athlete meets all other BCSS eligibility requirements as written.

Section D11: DISTRICT ALTERNATE SCHOOL STUDENT-ATHLETES

- D11.1** A student-athlete who is attending a District Alternate School is eligible to compete if the District Alternate School is a Member School of BCSS and if the following conditions are met:
- D11.1.1** for student-athletes who previously attended a BC middle, junior secondary or secondary school:
- (a) the student-athlete is immediately eligible to compete for the most recent BCSS Member School (home school) at which they were previously enrolled
 - (b) any request to compete for a school other than that of his / her initial athletic eligibility while still enrolled at the District Alternate School will have to be appealed to the Eligibility Officer.
- D11.1.2** for student-athletes who have never competed in interschool sport since grade 8 entry and have never been enrolled at a BC middle, junior secondary or secondary school:
- (a) the student-athlete is immediately eligible to compete for any Member School
 - (b) any request to compete for a school other than that of his / her initial athletic eligibility while still enrolled at the District Alternate School will have to be appealed to the Eligibility Officer.
- D11.1.3** for student-athletes whose families have moved into a new school district after the start of their first (1st) year of eligibility, and who have not previously been enrolled at a BC middle, junior secondary or secondary school in that district:
- (a) the student-athlete is immediately eligible to compete for his / her catchment public school
 - (b) any request to compete for a school other than his / her catchment school while still enrolled at the District Alternate School will have to be appealed to the Eligibility Officer.
- D11.1.4** Compliance Requirements:
- (a) the District Alternate School is not fielding a team in the particular sport and age-group in question
 - (b) the student-athlete participates for the school at which he/she was most recently enrolled
 - (c) the District Alternate School is in the same school district as the school for whom the student-athlete will compete
 - (d) the student-athlete meets all other eligibility requirements
 - (e) the BCSS office receives confirmation letters of compliance from the Administrators of both schools.
- * Please refer to Sections D12.3.7 and D12.3.8 that reference a transfer

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Section D12: STUDENT-ATHLETE TRANSFERS

A transfer occurs whenever a student-athlete who is registered at any school (within or outside of BC) transfers and is registered at a different school. A transferring student-athlete who competes on a team at the new school changes the competitive balance that would have been in place prior to the transfer. Consequently, the BCSS membership has developed regulations governing the eligibility of student-athletes who transfer schools and wish to participate in extra-curricular school sport.

Section D12A: ADVANCE RULING ON ELIGIBILITY

- D12A.1** A member school may apply in writing to the Eligibility Officer through the BCSS office for an advance ruling on a student-athlete's eligibility to participate in restricted competition at the school for one (1) or more sports.
- (a) An application for the current school year may be brought at any time.
 - (b) An application for the following school year may only be brought after the BCSS Annual General Meeting for the current school year.
- D12A.2** An application under D12A.1 shall contain a completed and signed BCSS Eligibility Advance Ruling Form.
- D12A.3** The Eligibility Officer may request further information from the applicant school, and may decline to issue a ruling if he or she considers that the applicant school has not provided sufficient information.
- D12A.4** Subject to D12A.3, the Eligibility Officer shall issue a written ruling to the applicant school stating that the student-athlete is eligible or ineligible for restricted competition in one or more sports for the current or following year based on the facts submitted by the applicant school.
- D12A.5** Where a student-athlete is ruled ineligible, the student-athlete is deemed to be ineligible for the purposes of sections C5 (Violations of Eligibility Policies) and D1 (Student-athlete Eligibility) for the year and sport or sports referred to in the ruling.
- D12A.6** Where a student-athlete is ruled eligible, the student-athlete is deemed to be eligible for the purposes of sections C5 (Violations of Eligibility Policies) and D1 (Student-athlete Eligibility) for the year and sport or sports referred to in the ruling, provided, however, that:
- (a) the facts submitted by the applicant school are correct; and,
 - (b) the student-athlete:
 - (i) is not ineligible for restricted competition on the basis of facts not contained in the application.
 - (ii) does not become ineligible after the ruling is issued.
- D12.1** Statement Regarding the Student-athlete's Home School: the school at which the student-athlete is registered on the first (1st) day of their first (1st) year of eligibility is the student-athlete's "home school" and is the school at which the student-athlete has athletic eligibility. The exception would be where a local district policy has prejudiced the student-athlete's ability to attend their new school on the first (1st) day of the new school year. A student-athlete's first (1st) year of eligibility is counted from the September of grade 8 entry, and starts on the first (1st) day of school in the applicable school year.

D12.3 Transfers: Subject to D13, a student-athlete who transfers from his/her “home school” after the first (1st) day of his/her first (1st) year of eligibility (Grade 8) is ineligible for a period of twelve (12) months from the date of transfer to participate in restricted and unrestricted competition in any school sport(s) in which he/she was registered for a member school in the twelve (12) months prior to the date of transfer unless one (1) of the conditions in D12.3.1-D12.3.11 is met (May, 2011):

At the time of online registration of a transferred student-athlete as an "eligible student-athlete in the school, there must be a confirmation as to why the student-athlete is eligible. This is done through the online registration system. Please read the conditions below carefully to determine if additional confirmation is required. (D12.3.1 – D12.3.11)

In addition to completion of the transfer form as part of the online registration process, a Compliance and Authorization Form must be submitted and be signed by the Administrators and Athletic Directors of both the leaving and receiving schools, and by the student-athlete's parent or legal guardian.

Notes:

(a. for middle school and junior secondary students who will feed into a more senior school that school will be deemed their home school as the student advances into the more senior grades.)

(b. for the 2011-2012 school years this modification will be phased in for grade 8 and 9 students to allow for parents to be educated about rules and regulations pertaining to high school sports. Student-athletes will establish their 'home school' in grade 9 beginning September 1, 2011 and in grade 8 beginning September 1, 2012.)

D12.3.1 Student-athlete Advancing to a More Senior School:

- (a) a student-athlete graduating from a middle school or junior secondary school may proceed to the school into which his/her middle school or junior secondary school normally feeds, without any restrictions
- (b) notwithstanding D12.3.1(a) above, a student-athlete graduating from a middle school / junior secondary may proceed to any other public school in the same school district, as long as District policy is followed, and the Administrators and Athletic Directors of the two (2) schools involved are in agreement. (An Online Transfer Form must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form.)
- (c) if the student-athlete attended a non-public school not offering senior grades, this student-athlete can transfer to a similar non-public school offering senior grades, providing the receiving school is the next closest similar non-public school geographically to where the student-athlete lives. The student-athlete can also advance to a public school offering senior grades, as per the normal catchment boundaries of the school district in which the student-athlete resides. (“Online Transfer Form” must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form.)

D12.3.2 New School Constructed, School District Reorganized or School is Closed: School Districts and /or schools must apply for approval from the BCSS Eligibility Officer prior to any student-athlete being eligible. A complete list of those student-athletes impacted must be provided to BCSS with the following information for each student-athlete:

- (a) name
- (b) date of birth
- (c) current grade being eligible for restricted and unrestricted competition
- (d) grade 8 entry date
- (e) previous school
- (f) new school
- (g) will they be attending their catchment school? Yes or No

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(h) if 'No' to 'g', then reasons for choosing the school to be identified.

D12.3.3 Change Of Principal Residence: the student-athlete and his or her parent(s) or legal guardian(s) [See Definitions] have changed their principal residence in the previous twelve (12) months. The change of residence must not be for the purpose of making the student-athlete eligible for restricted competition at a member school. The student-athlete does not become eligible under this category until the member school submits to BCSS a statutory declaration by the parent or legal guardian in a form acceptable to the Executive Director which attests to the details and reason for the change of residence.

(a) Move within the Same Public School District: if the new principal residence is within the boundaries of the same school district, the student-athlete can remain eligible by not changing schools, or will be immediately eligible at the public school into whose catchment boundaries the family has moved (*An Online Transfer Form must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form. In addition, a Statutory Declaration Form must be forwarded to the BCSS office within seven (7) school days of the online registration*)

(b) Move into a Different Public School District: if the parents' or legal guardians' new principal residence is in a different public school district, the student-athlete will be eligible at any public school in the new district in accordance with school district policy concerning student-athlete placements, or will be eligible at any non-public school whose main school building is located within the geographical boundaries of the new public school district (*An Online Transfer Form must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form. In addition, a Statutory Declaration Form must be forwarded to the BCSS office within seven (7) school days of the online registration*)

D12.3.4 Parent to Parent Move: the student-athlete transfers from one (1) school to another school in order to reside with the parent with whom he/she has not been living. Only two (2) transfers for the purpose of moving from parent to parent are allowed after the first day of the student-athlete's first (1st) year of eligibility. The move must not be for the purpose of making the student-athlete eligible for restricted or unrestricted competition at a member school. If the move is within the same school district, the eligible transfer must be to the school within whose catchment area the receiving parent lives, and must be a transfer into the same kind of school (ie: public to public, regional secondary to regional secondary, non-public to non-public). If the move is from within the boundaries of one (1) school district into another, the student-athlete will be eligible at any public or non-public school within the geographical boundaries of the new school district. (*An Online Transfer Form must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form. In addition, a Statutory Declaration Form must be forwarded to the BCSS office within seven (7) school days of the online registration*)

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- (a) **Move to Legal Guardian:** The rules in D12.3.4 apply with necessary changes where a student-athlete moves from any living circumstance to live with a legal guardian [See Definitions]. The student-athlete does not become eligible under this category until the member school submits to BCSS a statutory declaration by the legal guardian in a form acceptable to the Executive Director which attests to the details and reason for the change of residence.

Eligibility will only be granted for the secondary school in whose catchment area the 'Guardian' resides (Public School to Public School transfer) or the nearest non-public school (Non-Public School to Non-Public School transfer). If the student-athlete transfers to any other school that 'receiving school' must submit an Eligibility Application. The legal guardian must also have supported or maintained the child for the previous twelve (12) months. (May, 2011)

D12.3.5 District Academic Program: a student-athlete in a public school transfers to another public school in the same school district for a special, short-term academic program that meets the conditions outlined below. The student-athlete is only eligible to compete for their original school.

The district academic program must meet all of the following conditions for the student-athlete to be eligible to compete at their original school during attendance at the district academic program:

- (a) the district academic program is no more than one (1) school year in length
- (b) the student-athlete will be returning to their original school immediately upon the conclusion of the district academic program
- (c) the program is a district academic program housed at the particular receiving school
- (d) the district academic program is a coherent program, not just a series of courses
- (e) the program is not a career preparation program. If the student-athlete wishes to participate in restricted or unrestricted competition for the school housing the special district academic program, the school must file an Eligibility Application in accordance with D13 of these Competitive Rules and Regulations. If the student-athlete does participate for the receiving school in either restricted or unrestricted competition, they will not be eligible at their original school upon return after the conclusion of the district academic program [see D12.3.9]. *(An Online Transfer Form must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form.)*

D12.3.6 Alternate Program / Schools: if an alternate program / school is an offshoot of a particular Member School (home school), and is administered by that home school's Administrator, the student-athletes in the alternate program are eligible to compete for the home school. If a student-athlete transfers to an alternate program administered by a different Principal, the move is considered to be a transfer, and transfer restrictions shall apply. *(An Online Transfer Form must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form.)* *Please Also Refer to Section D11.

D12.3.7 Student-athlete Transferring from an Alternate School or Distributed Learning School:

- (a) a student-athlete who is attending an alternate school in a school district remains eligible upon transfer to the public school in whose catchment area the student-athlete resides

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- (b) a student-athlete who is registered at a Ministry of Education Distributed Learning School remains eligible upon transfer to the public school in whose catchment area the student-athlete resides. *(An Online Transfer Form must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form.) *Please also refer to Section D11.*

D12.3.8 Short Term Transfer and Return to Home School: a student-athlete who transfers to another school for a period of one (1) school year or less, and who has not participated in interschool competition in any BCSS-approved sport while attending that school, will regain athletic eligibility upon transferring back to his/her home school. *(An Online Transfer Form must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form.)*

D12.3.9 Incoming Exchange Student-athlete: a student-athlete who transfers into a BCSS Member School as an incoming exchange student-athlete is eligible to compete for the receiving school only if the conditions in either (a) or (b) are met:

(a) Non-profit Exchange Program:

- i) the student-athlete is registered as a student-athlete in a BCSS approved exchange program and appropriate confirmation is submitted during online registration
- ii) the student-athlete is only eligible for the duration of the actual exchange program
- iii) the British Columbia family with whom the student-athlete is residing is considered to be the family of record for the duration of the student-athlete's stay
- iv) the student-athlete's exchange period in BC is of at least five (5) months or one (1) semester's duration. The only exception will be for the BC Ministry of Education Germany and Quebec exchanges.
- v) the student-athlete is eligible as per all other BCSS eligibility policies, including age and the eligibility calendar
- vi) the student-athlete has not graduated from the high school program International Exchange, Student Travel Schools, World Youth in their home country or province. BCSS approved Exchange Programs are AFS Interculture Canada, Cultural Homestay International, Educational Foundation Exchange, Rotary Services and the Ministry of Education German and Quebec Exchange Programs. *(“Online Transfer Form” must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form.)*

(b) School-to-School Exchange Programs:

- i) the school-to-school exchange agreement has been in place at least five (5) years prior to automatic eligibility status being conveyed, and the exchange program must go in both directions
- ii) the appropriate registration confirmation is submitted during online registration
- iii) the student-athlete is only eligible for the duration of the actual exchange program
- iv) the British Columbia family with whom the student-athlete is residing is considered to be the family of record for the duration of the student-athlete's stay
- v) the student-athlete's exchange period in BC is of at least five (5) months or one (1) semester's duration
- vi) the student-athlete is eligible as per all other BCSS eligibility policies, including age and the eligibility calendar

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- D12.3.11 Incoming International Student-athletes to a Public School District:** a student-athlete who transfers into a BCSS public Member School as an incoming international student is eligible to compete for the receiving school if they meet all of the following conditions:
- the student-athletes transfers into British Columbia from a country other than Canada or the United States
 - (b) the student-athlete is registered in a public school district as an "international student", and pays tuition to that school district as per established and published school district policy
 - (c) the student-athlete has been accepted by that school district on the basis of academic suitability
 - (d) the incoming student-athlete will be enrolled at the receiving school for at least a consecutive five (5) month or one (1) semester period
 - (e) the Superintendent of the school district or their district designate responsible for the international student program shall verify in writing that:
 - i) the acceptance of the student-athlete and placement of the student-athlete in a particular school is based solely on academic criteria, and
 - ii) that a student-athlete's possible participation in extra-curricular athletics was not a factor in acceptance to the school district or a particular school, and
 - iii) this verification will be submitted to the BCSS office prior to any participation in restricted competition in BCSS-approved sport.
 - iv) the incoming student-athlete will be enrolled at the boarding school for at least five (5) consecutive months, or one (1) semester
 - (f) guardianship has been established by school district personnel or the custodial homestay or the student-athlete has been assigned to the homestay family as the off-shore family designate (*"Online Transfer Form" must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form. In addition, all requested documents as noted above must be forwarded to the BCSS office within seven (7) school days of the online registration*)
 - (g) the student-athlete has been placed in a home-stay with a family who has been resident in the school district for a period of at least six (6) months prior to the home-stay placement. (*"Online Transfer Form" must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form*)
- D12.3.12 Incoming International Student-athletes to an Non-Public School:** a student-athlete who transfers into a BCSS non-public school Member School as an incoming international student-athlete is eligible to compete for the receiving school if they meet all of the following conditions:
- (a) the student-athlete transfers into British Columbia from a country other than Canada or the United States
 - (b) the student-athlete is registered in a member non-public school as an "international student", and pays tuition to that school according to a published International student policy and fee schedule
 - (c) the student-athlete has been accepted on the basis of academic suitability
 - (d) the incoming student-athlete will be enrolled at the receiving school for at least a consecutive five (5) month or one (1) semester period
 - (e) the school Administrator shall verify in writing that:
 - i) the acceptance of the student-athlete is based solely on academic criteria, and
 - ii) that a student-athlete's possible participation in extra-curricular athletics was not a factor in acceptance to the school, and

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- iii) the student-athlete is not receiving a scholarship, bursary or financial award resulting from or relating to athlete participation, and
- iv) this verification will be submitted to the BCSS office prior to any participation in restricted competition in BCSS-approved sports
- (f) the school or the Board of the school has registered as the student-athlete's custodian (guardian) for the duration of the student-athlete's stay at the school, and provides a copy of the Letter of Custodianship
- (g) the student-athlete is placed in a school dormitory or with a family who has been resident in the community for a period of at least six (6) months prior to the homestay placement. (*"Online Transfer Form" must be completed online with the registration of the student-athlete on the online Student-Athlete Registration Form. In addition, all requested documents as noted above must be forwarded to the BCSS office within seven (7) school days of the online registration*)

D12.3.13 Ward of the Province: the student-athlete who transfers is a ward of the province and whose move has been arranged by the province:

- (a) the receiving school must submit a letter from the School Administrator confirming that the placement has been arranged by the ministry having jurisdiction or the government agency responsible for the student-athlete. This letter will include the time of the move, the location of the new residence, and that participation in school sports was not a factor in the placement
- (b) the receiving school must also confirm that the residence of the family or the residence in which the student-athlete has been placed is within the catchment area boundaries of the school.

D12.3.14 Student-athlete Transfers During the Month of September as a result of the School District Transfer process:

- (a) per Section 74.1 of The School Act, a Board must have a protocol in place to allow student movement among schools and, therefore,
- (b) per School District Policy, the deadline for application for student transfer is in the spring, prior to the new school year, yet the Board reserves the right to make a final decision after space and facility availability are known in the month of September.

Therefore, since the school district controls the date of transfer, a student-athlete should not be prejudiced in participating in athletics. The student-athlete may participate in athletics in their third (3rd) year of eligibility in their new school, provided the Board gives final approval for attendance prior to September 30th each year.

D12.4 Sport Specific Education Program: a sport specific education program combines education with specific sport instruction/education for curriculum credit. The sport specific education program allows for sport specific training, instruction and/or competition; provides sport skills training in a targeted sport; provides other training/education such as but not limited to weight training, sport nutrition, or mental training to support the targeted sport. A student-athlete is considered to be enrolled in a sport specific education program if:

D12.4.1 a student-athlete is enrolled in a catchment/home school for a sport specific education program and the student-athlete receives five (5) or more credits for educational courses of specific sports instruction

D12.4.2 a student-athlete is enrolled in a non-catchment school for a sport-specific education program and the student-athlete receives four (4) or more credits for an educational course of specific sports instruction.

Student-athlete Transfers for SSEP:

- (a) **any student-athlete in their first (1st), second (2nd), third (3rd), fourth (4th), or fifth (5th) year of eligibility** transferring into a sport-specific education program is ineligible to participate in BCSS competition in the sport in which they receive specific sports instruction

- (b) any student-athlete transferring from a sport specific education program back to their home school is ineligible to compete in that specialized sport for the next BCSS season of play for that sport from the date the transfer is physically completed, but is immediately eligible for all other BCSS competition for which they meet eligibility requirements.

Section D13: ELIGIBILITY APPLICATIONS

- D13.1** Where a student-athlete is ineligible for competition pursuant to the Competitive Rules and Regulations, the member school may apply for an exemption for the student-athlete in accordance with this section.
- D13.2** An application under D13.1 shall be submitted to the 'Eligibility Officer' through the BCSS office.
- D13.3** The application shall contain:
- (a) a completed and signed BCSS Eligibility Application Form;
 - (b) if the ineligibility arises from a school transfer, a letter from the Administrator of the student-athlete's former school confirming that the school is aware of the exemption application and indicating whether the school supports or objects to an exemption, together with its reasons;
 - (c) a copy of the student-athlete's personal record card (public schools), or report cards and transcripts (non-public schools);
 - (d) a list of the student-athlete's current courses;
 - (e) a copy of a primary source document showing the student-athlete's date of birth (e.g., birth certificate, passport, baptismal certificate, permanent resident card, provincial ID card);
 - (f) a letter from the student-athlete's parent or legal guardian supporting the application;
 - (g) copies of relevant medical documentation where the application is based on medical grounds; and,
 - (h) any other information or material the school wants the Eligibility Officer to consider.
- D13.4** The applicant school shall submit a \$50.00 application fee with each application.
- D13.5** The Eligibility Officer may request further information from the applicant school.
- D13.6** There is no right to a teleconference or oral hearing before the Eligibility Officer.
- D13.7** The Eligibility Officer may allow or deny the application, having regard to the following principles:
- (a) the primary purpose of the eligibility criteria in the Competitive Rules and Regulations is to promote fair and equitable competition for all student-athletes participating in BCSS competition;
 - (b) in the case of school transfers, although there are many bona fide reasons why a student-athlete might change schools, an exemption should almost invariably not be granted in respect of a transfer for the purpose of playing a sport still offered by the student-athlete's former school; and,
 - (c) an exemption shall be granted where the Eligibility Officer is satisfied that:
 - i) the student-athlete has transferred schools for a bona fide academic reason;
 - ii) the student-athlete has transferred schools because of financial hardship; or,
 - iii) in any other case, the exemption would not unduly prejudice the BCSS goal of fair and equitable competition.
- D13.8** The Eligibility Officer shall issue a written ruling to the applicant school (to the attention of the Administrator and the Athletic Director) either allowing or denying the application, and containing a brief summary of the reasons for the decision.

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- D13.9** Subject to D13.21, if the Eligibility Officer allows the application, the student-athlete becomes eligible for competition on the date the decision is issued, provided, however, that the student-athlete's eligibility remains otherwise subject to the Competitive Rules and Regulations.
- D13.10** It is the responsibility of the applicant school to notify the student-athlete and the student-athlete's parent(s) or legal guardian(s) of the decision of the Eligibility Officer and of any requests or other communications from the Eligibility Officer.
- D13.11** A member school may appeal a decision under D13.8 denying an exemption application, in accordance with this section.
- D13.12** An appeal under D13.11 shall be in writing and shall be submitted to the BCSS head office for forwarding to the Eligibility Appeals Committee (the "EAC") at least eight (8) school days before the next scheduled meeting of the EAC.
- D13.13** The appeal shall contain:
- (a) a completed and signed BCSS Eligibility Application;
 - (b) copies of all of the materials submitted to the Eligibility Officer;
 - (c) a cheque for \$200.00 which is refundable if the appeal is allowed; and,
 - (d) any other information or material that the school wants the EAC to consider.
- D13.14** The EAC may request further information from the applicant school.
- D13.15** There is no right to a teleconference or oral hearing before the EAC.
- D13.16** The EAC may allow or dismiss the appeal, having regard to the principles set out in D13.7.
- D13.17** The EAC may substitute its views for that of the Eligibility Officer.
- D13.18** The EAC shall issue a written ruling to the applicant school (to the attention of the administrator and the Athletic Director) either allowing or dismissing the appeal, and containing a brief summary of the reasons for the decision.
- D13.19** Subject to D13.21, if the EAC allows the appeal, the student-athlete becomes eligible for competition on the date the decision is issued, provided, however, that the student-athlete's eligibility remains otherwise subject to the Competitive Rules and Regulations.
- D13.20** It is the responsibility of the applicant school to notify the student-athlete and the student-athlete's parent(s) or legal guardian(s) of the decision of the EAC and of any requests or other communications from the EAC.
- D13.21** Where an exemption is granted by the Eligibility Officer or by the EAC on the basis of a transfer for an academic reason, the exemption shall cease to have effect if the student-athlete withdraws from the program, group of courses or other academic offering underlying the exemption, unless and until the Eligibility Officer, on written application by the school, confirms the exemption.
- D13.22** The decisions of the EAC under D13.18 and the Eligibility Officer under D13.8 are final and binding and shall not be questioned or reviewed in any court or tribunal, and no order shall be made or process entered or proceeding taken in any court or tribunal whether by way of injunction, declaration, prohibition or otherwise to question, review, prohibit or restrain the proceedings.
It is the intention of BCSS and its members that, to the extent permitted by law, all matters concerning its Competitive Rules and Regulations be private matters not subject to any form of adjudication by any court or tribunal.

The Eligibility Appeals Committee will meet for the school year in 2011-2012 as noted below:

Meeting 1	September 17, 2011	Deadline for submission	September 9, 2011
Meeting 2	October 1, 2011	Deadline for submission	September 23, 2011
Meeting 3	December 3, 2011	Deadline for submission	November 25, 2011
Meeting 4	January 21, 2012	Deadline for submission	January 13, 2012
Meeting 5	March 31, 2012	Deadline for submission	March 23, 2012
Meeting 6	June 2, 2012	Deadline for submission	May 25, 2012

PART E - SEASONS OF PLAY

Section E1: GENERAL

- E1.1** The rules in this Part are aimed at balancing interschool sport activity throughout the school year and fostering a balance for student-athletes between interschool sports and other activities.
- E1.2** No Member School shall participate in restricted or unrestricted competition except as provided in E2 to E5.
- E1.3** Within a season of play established by E2, a Member School's coaches and Administrators are encouraged to cooperate in scheduling matters and facility and resource use to maximize opportunities for student-athletes.
- E1.4** See B2.1.11 to B2.1.13 for coach rules designed to prioritize in-season sports.

Section E2: SEASON OF PLAY DATES

E2.1 2011-2012 Seasons of Play:

Season	Start Date for Unrestricted and Restricted Competition	End Date (all play unless specified in E3 Exceptions)
Fall	Tuesday, September 6, 2011	Saturday, December 4, 2011
Winter	Monday, November 28, 2011	Saturday, March 11, 2012
Spring	Monday, March 6, 2012	Saturday, June 10, 2012

2012-2013 Seasons of Play:

Modification due to earlier than usual Provincial Spring Break

Season	Start Date for Unrestricted and Restricted Competition	End Date (all play unless specified in E3 Exceptions)
Fall	Tuesday, September 4, 2012	Saturday, December 1, 2012
Winter	Monday, November 26, 2012	Saturday, March 9, 2013
Spring	Monday, March 4, 2013	Saturday, June 8, 2013

E2.2 2011 - 2012 Designated Seasons of Play by Sport and Area:

Season	Senior/Open & Age-Group Seasons	Locally Designated Age-Group Seasons Different Than Senior/Open Seasons	
Fall	<ul style="list-style-type: none"> • Aquatics • Field Hockey • Soccer - Boys 	<ul style="list-style-type: none"> • Cross Country • Football • Volleyball 	<ul style="list-style-type: none"> • Rugby gr. 8/9 (Vancouver only)
Winter	<ul style="list-style-type: none"> • Curling • Skiing • Wrestling 	<ul style="list-style-type: none"> • Basketball • Gymnastics • Snowboarding 	<ul style="list-style-type: none"> • Volleyball gr.8 (OCSSAA only)
Spring	<ul style="list-style-type: none"> • Badminton • Golf • Rugby • Tennis 	<ul style="list-style-type: none"> • Mountain Biking • Soccer - Girls • Track & Field 	<ul style="list-style-type: none"> • Soccer boys gr.8/9 (FVE only) • Basketball gr. 8 (NCDSSA only) • Volleyball girls gr.8/9 (FVE only) • Volleyball boys gr.8/9 (Vancouver only)

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Section E3: APPROVED EXCEPTIONS TO THE SEASONS OF PLAY DATES

- E3.2** Basketball: the BCSS Boys AAA Basketball championship may be held leading up to and including the twenty sixth (26th) weekend of play during the school year.
- E3.3** Football:
- E3.3.1** a school team may meet another team or participate in a jamboree with several school teams on one (1) occasion between the date of the last provincial championship and the end of the school year. This should be done in conjunction with spring practice
 - E3.3.2** a provincial all-star team of student-athletes in grade 12, under the direction and control of the BCSS Football Commission (BCSSFA) may compete at one (1) event with other all-star teams from outside the province of BC. This event is to occur between spring practice and the last day of school.
- E3.4** Boys' Rugby: schools in the North Central District SSAA, the Northwest Zone SSAA and the two (2) Kootenay SSAA may play senior boys rugby during the fall season of play, as long as the combined number of weeks in the fall and the spring leading up to and including the BCSS provincial championship week does not exceed thirteen (13) weeks of play.
- E3.5** Track and Field: the BCSS Track & Field championship may be held leading up to and including the thirty-eighth (38th) weekend of play during the school year.

Section E4: FUNDRAISING/PROMOTIONAL GAMES

- E4.1** Despite E2, each team at a Member School is permitted to play one (1) fundraising or promotional game per school year, whether the game occurs during the applicable season of play or not.
- E4.2** A Member School shall not participate in a fundraising or promotional game if the opposing team contains one (1) or more student-athletes from another Member School.
- E4.3** The Member School must report the following details to the Executive Director, by no later than two (2) school days after the game:
- (a) the Member School team;
 - (b) the opposing team; and,
 - (c) the date and location of the game.

Section E5: TOURING/HOSTING OUT-OF-SEASON

- E5.1** Despite E2, each team at a Member School:
- (a) may travel on one (1) tour outside of the applicable season of play; and,
 - (b) may host one (1) out-of-province school team for competition outside of the applicable season of play.
- E5.2** A Member School touring or hosting under E5.1 shall comply with all sanctioning requirements in Part I.

Section E6: MAXIMUM NUMBER OF PLAYING DAYS

E6.1 In this section, “playing day” means a calendar day on which a Member School team or student-athlete participates in restricted or unrestricted competition, excluding playoffs, championships and fundraising or promotional games.

E6.2 No Member School shall, within the season of play for a sport, exceed the maximum number of playing days for that sport, which are:

Aquatics	15	Mountain Biking	26
Badminton	26	Rugby	26
Basketball	32	Skiing	15
Cross Country	15	Soccer	26
Curling	15	Tennis	24
Field Hockey	26	Track & Field	15
Football	15	Volleyball	26
Golf	15	Wrestling	26
Gymnastics	15		

Section E7: PENALTIES FOR PART E

E7.1 Where, as a result of a complaint or otherwise, the Executive Director determines that a Member School has violated any provision of Part E:

- (a) he or she shall issue a written summary of the reasons for the determination;
- (b) the Member School shall, in the case of competition played above the maximum number of playing days, forfeit all such competition; and,
- (c) the Executive Director shall impose a fine against the member school calculated as follows and payable within thirty (30) school days of a written demand being made by the Executive Director:
 - (i) \$200.00 if no violation of this Part by the school in the past five (5) years;
 - (ii) \$400.00 if one (1) violation of this Part by the school in the past five (5) years;
 - (iii) \$800.00 if more than one (1) violation of this Part by the school in the past five (5) years.

E7.2 The Executive Director shall not make a determination under E7.1 without first giving the Member School notice in writing of the allegation against it and a reasonable opportunity to be heard concerning the allegation.

E7.3 A Member School shall submit promptly such information or documentation as may be required by the Executive Director for the purpose of making a determination under E7.1.

E7.4 There is no appeal from a determination under this section. A determination is final and binding and shall not be questioned or reviewed in any court or tribunal, and no order shall be made or process entered or proceeding taken in any court or tribunal whether by way of injunction, declaration, prohibition or otherwise to question, review, prohibit or restrain the proceedings.

It is the intention of BCSS and its members that, to the extent permitted by law, all matters concerning its Competitive Rules and Regulations be private matters not subject to any form of adjudication by any court or tribunal.

PART F - CHAMPIONSHIP STANDARDS

Section F1: DEFINITION OF A BCSS CHAMPIONSHIP

A BCSS Championship is an interschool event, tournament or meet approved at a meeting of the Legislative Assembly, organized under the auspices of a BCSS - Sport Commission, and having the following characteristics:

- F1.1** only BCSS Member Schools may participate in qualification play leading to a BCSS Championship, and in championship play
- F1.2** the Championship is for school teams participating at the “senior” level of competition. Senior competition is defined as the highest level of school competition in British Columbia, and is open to student-athletes up to and including the fifth (5th) year of eligibility
- F1.3** only one (1) team from a Member School may enter the final qualification event, tournament or meet that leads to a Championship
- F1.4** school teams participating in the event, tournament or meet must have qualified for the Championship through a competitive qualification process as determined by the applicable Sport Commission
- F1.5** the Championship must be organized and conducted under the Championship Standards Policies and Procedures approved by the BCSS Membership, and the Rules and Regulations of the applicable Sport Commission
- F1.6** a Championship may only be approved for a sport that meets the classification criteria as a Level I, II, III or IV sport, as approved by the BCSS Membership. The responsibility for a Championship must be assigned to a BCSS Sport Commission.
- F1.7** each Championship shall be defined as being a “boys team” championship, a “girls team” championship, a “co-ed team” championship, or an “open team” championship
- F1.7.1** Co-ed Teams: the sport-specific rules for a co-ed team championship may require that:
- (a) a specific number of boys and girls form one (1) co-ed team that competes against other school teams with the same gender make-up (badminton, tennis), or
 - (b) a minimum to maximum number of boys and girls combine as one (1) team, but compete against individuals of the same gender. Individual participant points are then added to determine the co-ed team point total (diving, gymnastics, snowboarding, swimming, track and field).
- F1.7.2** Open Teams: an open team championship may have either boys or girls who compete against all other participants to determine team point totals (golf, synchronized swimming)
- F1.7.3** Team Size: each Sport Commission will define the minimum number of student-athletes that comprise a school team
- F1.7.4** All BCSS approved sports shall lead to one (1) of the defined types of championships:
- Aquatics (Co-ed Swim, Synchronized Swim)
 - Badminton (Co-ed Team)
 - Basketball (Boys Team; Girls Team)
 - Cross Country (Boys Team; Girls Team)
 - Curling (Boys Team; Girls Team)
 - Field Hockey (Girls Team)
 - Football (Boys Team)
 - Golf (Open Team)
 - Gymnastics (Co-ed Team)
 - Mountain Biking (Co-ed Team)
 - Rugby (Boys Team)
 - Skiing - Alpine (Boys Team; Girls Team)
 - Skiing - Snowboarding (Co-ed Team)
 - Soccer - (Boys Team; Girls Team)
 - Tennis (Co-ed Team)
 - Track & Field (Boys Team; Girls Team; Co-ed Team)
 - Volleyball (Boys Team; Girls Team)
 - Wrestling (Boys Team; Girls Team)

Section F2: GOALS OF THE PROVINCIAL CHAMPIONSHIPS

- F2.1** To promote and maintain sports which are appropriate to the school system by:
- F2.1.1** concentrating on sports that are best represented at the school level, based on available coaching, facility and technical resources, and
 - F2.1.2** protecting sports that are traditional to the school system
- F2.2** To provide the opportunity for all Member School teams and individual student-athletes to qualify for Provincial Championship competition by:
- F2.2.1** ensuring geographical representation from competing schools
 - F2.2.2** attempting to ensure equitable accessibility
 - F2.2.3** attempting to ensure pursuit of experiences for atypical student-athletes
 - F2.2.4** attempting to ensure gender equity in opportunities offered.
- F2.3** To provide appropriate levels of competition for all Member School teams and individual student-athletes by having:
- F2.3.1** schools of similar size competing together when warranted by scope of provincial program
 - F2.3.2** individual student-athletes of similar ability competing together when warranted by sport traditions.
- F2.4** To promote excellence in Provincial Championship competition, while maintaining:
- F2.4.1** a qualification path requirement for all championships.

Section F3: LEVELS OF RESPONSIBILITY/TERMS OF REFERENCE

F3.1 School / School District

The School and/or School District shall be:

- F3.1.1** responsible for developing and communicating policies regarding student-athlete safety and supervision
- F3.1.2** responsible for developing and communicating policies regarding travel.

F3.2 Championship Organizing Committee

The Tournament Organizing Committee shall be:

- F3.2.1** responsible for implementing policies and procedures with respect to the integrity and technical competency established by Commissions Competitive Rules & Regulations, Competitive Standards Committee and/ or the Membership.

N.B. The policies and procedures must be set out in the Event Management Guideline Manual.

F3.3 Sport Commission

The Sport Commission shall be:

- F3.3.1** responsible for the technical aspects and policies of the Provincial Championship
- F3.3.2** responsible for ensuring that the BCSS Competitive Rules & Regulations are followed
- F3.3.3** responsible for ensuring that every school competing in a sport has the opportunity to qualify for the Provincial Championship in a fair and equitable manner
- F3.3.4** responsible for making recommendations to the Competitive Standards Committee and / or Membership concerning Competitive Standards.

F3.4 Competitive Standards Committee

The Competitive Standards Committee shall be:

- F3.4.1** responsible for receiving recommendations from Sport Commissions, the Membership, committees and other interested groups regarding Competitive Standards
- F3.4.2** responsible for conducting research on Competitive Standards and related policies and procedures
- F3.4.3** responsible for recommending Competitive Standard policies and procedures to the Membership

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F3.4.4 responsible for production and regular updating of an Event Management Guidelines Manual

F3.4.5 responsible for determining BCSS organizational support for Provincial Championships.

F3.5 BCSS Membership

The BCSS Legislative Assembly, at a General Meeting, shall be:

F3.5.1 responsible for determining Competitive Standards policies and procedures, based on recommendations from Sport Commissions, the Competitive Standards Committee and other interested parties.

Section F4: PROVINCIAL CHAMPIONSHIP CLASSIFICATION

F4.1 Objectives

The Objectives shall be:

F4.4.1 to establish a multi-level sport classification system that best reflects the number of BCSS Member Schools who are actively participating in various approved sports and the areas of the province in which the schools are located;

F4.4.2 to establish criteria and procedures for the approval of a Provincial Championships.

F4.2 Active Participation

Active Participation of a school team shall be defined as:

F4.2.1 an eligible student-athlete or student-athletes, comprising a team as per **F1.7.3**, and attending the same Member School, and

F4.2.2 having a coach or coaches approved by the administration at this school, and

F4.2.3 a team actively training, practising and competing as a unit against other schools throughout the designated season of play for that sport, and

F4.2.4 participating in a competitive process leading to and/or including qualification play for the Provincial Championship.

Philosophically, the intent is that a school team is school-based.

F4.3 Sport Levels

F4.3.1 Level IV Sport

A Level IV Sport:

- (a) must be approved as a BCSS sport by the Membership
- (b) must have a minimum of two hundred (200) Member Schools actively participating in competition leading to Provincial Championship play. Should a sport fall below the minimum number of actively participating schools for three (3) consecutive years, it shall be reclassified as a Level III Sport (appeals may be made to the Competitive Standards Committee)
- (c) must have schools actively participating in a minimum of six (6) of seven (7) BCSS zones. Should a sport be represented in fewer than the minimum required number of zones for three (3) consecutive years, it shall be reclassified as a Level III Sport (appeals may be made to the Competitive Standards Committee)
- (d) may have up to four (4) tiers, determined by school enrolment and other designated criteria.

F4.3.2 Level III Sport

A Level III Sport:

- (a) must be approved as a BCSS sport by the Membership

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- (b) must have a minimum of one hundred and fifty (150) Member Schools actively participating in competition leading to Provincial Championship play. Should a sport fall below the minimum number of actively participating Member Schools for three (3) consecutive years, it shall be reclassified as a Level II Sport (appeals may be made to the Competitive Standards Committee(e))
- (c) must have schools actively participating in a minimum of six (6) of seven (7) BCSS zones. Should a sport be represented in fewer than the minimum required number of zones for three (3) consecutive years, it shall be reclassified as a Level II Sport (appeals may be made to the Competitive Standards Committee(e))
- (d) may have up to three (3) tiers, determined by school enrolment and other designated criteria.

F4.3.3 Level II Sport

A Level II Sport:

- (a) must be approved as a BCSS sport by the Membership
- (b) must have a minimum of one hundred (100) Member Schools actively participating in competition leading to Provincial Championship play. Should a sport fall below the minimum number of actively participating Member Schools for three (3) consecutive years, it shall be reclassified as a Level I Sport (appeals may be made to the Competitive Standards Committee(e))
- (c) must have schools actively participating in minimum of five (5) of seven (7) BCSS zones. Should a sport be represented in fewer than the minimum required number of zones for three (3) consecutive years, it shall be reclassified as a Level I Sport (appeals may be made to the Competitive Standards Committee(e))
- (d) may have up to two (2) tiers, determined by school enrolment and other designated criteria.

F4.3.4 Level I Sport

A Level I Sport:

- (a) must be approved as a BCSS sport by the Membership
- (b) must have a minimum of fifty (50) Member Schools actively participating in competition leading to Provincial Championship play. Should a sport fall below the minimum number of actively participating Member Schools for three (3) consecutive years, it shall be reclassified as an Approved Invitational Competition or Event (appeals may be made to the Competitive Standards Committee(e))
- (c) must have schools actively participating in a minimum of four (4) of seven (7) BCSS zones. Should a sport be represented in fewer than the minimum required number of zones for three (3) consecutive years, it shall be reclassified as an Approved Invitational Competition or Event (appeals may be made to the Competitive Standards Committee(e))
- (d) may have only one (1) tier of Provincial Championship competition.

F4.4 Process for Sanctioning a Championship:

F4.4.1 Extension of Approved Sport Program (adding a tier):

- (a) Notice of Intent to Make Application for a Championship:
 - i) notice of intent to make application for BCSS approval for an additional tier Championship to be submitted to the Competitive Standards Committee at least one (1) year prior to the official application being presented to the membership
 - ii) the application must include the following information:
 - names of participating BCSS Member Schools in that sport,
 - proposed criteria for determining tier allocation,
 - growth plans for the sport for next five (5) years,
 - contact people for further information

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- iii) the application must be submitted by the Sport Commission responsible for that sport
 - iv) the Sport Classification criteria for the particular sport level being requested must be followed.
- (b) Organization of Provincial Invitational Events:
- i) Sport Commissions must organize and conduct at least one (1) Provincial Invitational event, tournament or meet prior to final application being made for approval
 - ii) the Provincial Invitational event, tournament or meet must be conducted in accordance with current BCSS Competitive Rules and Regulations
 - iii) the competition must be at the senior level only
 - iv) the Sport Commission will determine and advertise to all schools participating in that sport the qualification procedures to advance to the Provincial Invitational event, tournament or meet
 - v) the Sport Commission will submit a summary report to the Competitive Standards Committee within forty-five (45) days of the conclusion of the Provincial Invitational, including a list of participating schools, results, financial statement and an overview of tournament organization.
- (c) Final Application for Championship Status:
- i) Application for Approval of a New Championship must be submitted by the Sport Commission to the Competitive Standards Committee by January 16th of the year that the BCSS membership vote is to be taken
 - ii) the Competitive Standards Committee will review the application and make a recommendation to the BCSS Board of Directors
 - iii) the application must include the following information:
 - names of participating BCSS Member Schools in that sport,
 - proposed criteria for determining tier allocation,
 - a schematic showing the reconfiguration of the sport with the new tier system,
 - pertinent dates and deadlines to be used for tier determination,
 - growth plans for the sport for next five (5) years,
 - the qualification process to be used for Championships,
 - a resolution to go to the Legislative Assembly,
 - contact people for further information.
 - iv) once approved, the invitational event becomes part of the official records of the sport.
- F4.4.2** Extension of Approved Sport Program (Existing Commission) (adding a gender or new sport):
- (a) Notice of Intent to Make Application for a Championship:
- i) notice of intent to make application for BCSS approval for a new gender-specific or new sport Championship to be submitted to the Competitive Standards Committee at least one (1) year prior to the official application being presented to the membership
 - ii) the application must include the following information:
 - names of participating BCSS Member Schools (a minimum of fifty (50) schools),
 - names of coaches and sponsors,
 - length of time that each school has offered the program,
 - number of student-athletes involved at each school for last two (2) years,
 - growth plans for the sport for next five (5) years,
 - contact people for further information.
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- iii) this notice of intent must be submitted by an existing Sport Commission
 - iv) the Sport Classification criteria for the particular sport level being requested must be followed.
- (b) Organization of Provincial Invitational Events:**
- i) Sport Commissions must organize and conduct at least one (1) Provincial Invitational event, tournament or meet prior to final application being made for approval. The Competitive Standards Committee may determine that more than one (1) invitational event must be organized
 - ii) the Provincial Invitational event, tournament or meet must be conducted in accordance with current BCSS Competitive Rules and Regulations
 - iii) the competition must be at the senior level only
 - iv) the Sport Commission will determine and advertise to all schools participating in that sport the qualification procedures to advance to the Provincial Invitational event, tournament or meet
 - v) the Sport Commission will submit a summary report to the Competitive Standards Committee within forty-five (45) days of the conclusion of the Provincial Invitational, including a list of participating schools, results, financial statement and an overview of tournament organization.
- (c) Final Application for Championship Status:**
- i) Application for Approval of a New Championship must be submitted by the Sport Commission to the Competitive Standards Committee by January 16th of the year that the BCSS membership vote is to be taken
 - ii) the Competitive Standards Committee will review the application and make a recommendation to the BCSS Board of Directors
 - iii) the application must include the following information:
 - names of participating BCSS Member Schools, (a minimum of fifty (50) schools),
 - proposed criteria for determining tier allocation,
 - a schematic showing the reconfiguration of the sport with the new tier system,
 - pertinent dates and deadlines to be used for tier determination,
 - growth plans for the sport for next five (5) years,
 - the qualification process to be used for Championships,
 - a resolution to go to the Legislative Assembly,
 - contact people for further information.
 - iv) once approved, the invitational event becomes part of the official records of the sport.
- F4.4.3 New Sport Programs (under a New Commission):**
- (a) Notice of Intent to make application for BCSS approval**
- i) notice for application for a new Championship (new sport) to be given to the Competitive Standards Committee at least two (2) years prior to the official application being presented to the membership
 - ii) the application must include the following information:
 - names of participating BCSS Member Schools, (a minimum of fifty (50) schools),
 - names of coaches and sponsors,
 - length of time that each school has offered the program,
 - number of student-athletes involved at each school for last two (2) years,
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- growth plans for the sport for next five (5) years,
 - plans for the development of a new Sport Commission,
 - contact people for further information.
- iii) the notice of intent must be submitted by a group of at least ten (10) school coaches from BCSS Member Schools, actively coaching in the sport. Seven (7) of these coaches must be teachers or Administrators working at BCSS Member Schools
- iv) the Sport Classification criteria for the particular sport level being requested must be followed
- v) after the application is submitted, a representatives from the new Sport Organizers may be invited to attend the Council of Sport Commissioners Meetings (two (2) per year) as an observer and at their own expense.
- (b) Organization of Provincial Invitational Events:
- i) the individuals taking on responsibility for the new Sport (Sport Organizers) must organize and conduct at least two (2) Provincial Invitational events, tournaments or meets prior to the final application being made for approval. The Competitive Standards Committee may determine that more than two (2) invitational events must be organized
- ii) the Provincial Invitational events, tournaments or meets must be conducted in accordance with current BCSS Competitive Rules and Regulations
- iii) the competition must be at the senior level only
- iv) the Sport Organizers will determine and advertise to all schools participating in that sport the qualification procedures to advance to the Provincial Invitational event, tournament or meet
- v) the Sport Organizers will submit a summary report to the Competitive Standards Committee within forty-five (45) days of the conclusion of the Provincial Invitational, including a list of participating schools, results, financial statement and an overview of tournament organization.
- (c) Final Application For Championship Status:
- i) Application for Approval of a New Championship must be submitted by the Sport Organizers to the Competitive Standards Committee by January 16th of the year that the membership vote is to be taken
- ii) the Competitive Standards Committee will review the application and make a recommendation to the BCSS Board of Directors
- iii) The application must include:
- the names of participating BCSS Member Schools (a minimum of fifty (50) schools),
 - names of coaches and sponsors at each school,
 - length of time that each school has offered the program,
 - number of student-athletes involved at each school for last four (4) years,
 - growth plans for the sport for next five (5) years,
 - the qualification process to be used for Championships,
 - resolutions for the Legislative Assembly, including the addition of a new Sport Commission to Article XI (Committees of the Society) of the BCSS Constitution and Bylaws,
 - contact people for further information.
- iv) representatives of the applying Sport Organizers will be asked to speak to the applicable resolutions at the Legislative Assembly
- v) once approved, the invitational events become part of the official records of that championship.

Section F5: APPROVED BCSS INVITATIONAL COMPETITIONS AND EVENTS

F5.1 Objectives

The Objectives shall be:

- F5.1.1** to establish criteria and procedures for the approval of invitational competitions and events. (not a provincial championship category)

F5.2 Invitational Competition or Event Categories:

F5.2.1 Invitational Competition:

a minimum of twenty-five (25) schools in a minimum of four (4) of seven (7) zones engaged in a sport and desiring an official affiliation and status with BCSS. The event must be advertised as invitational only. Competition must be at senior level of competition. All BCSS Competitive Rules and Regulations must be followed. Schools participating must have the approval of the appropriate local and regional athletic associations

F5.2.2 Junior Designated Zone Competition:

a minimum of fifty (50) schools throughout the province participating at junior level competition. Senior Level I, Level II, Level III, or Level IV Sport championships already exists. All BCSS Competitive Rules and Regulations must be followed. Schools participating must have the approval of the appropriate local and regional athletic associations. The Junior Designated Zone Competition should be the top level of competition available to junior teams from one (1) or more local athletic associations

F5.2.3 School-organized Invitational Events:

invitational events where the approval of BCSS is desired to give status to the event (ie: to draw an international field, provide credibility for sponsors etc.) All BCSS Competitive Rules and Regulations and applicable Sport Commission rules and regulations must be followed. Club entries must be clearly designated as such

F5.2.4 Modified Sports / Games:

invitational competition among Member Schools in a "modification" of a sport already approved as a Provincial Championship Sport. All BCSS Competitive Rules and Regulations and applicable Sport Commission rules and regulations must be followed.

Section F6: PROVINCIAL CHAMPIONSHIP CALENDAR

F6.1 Objectives

The Objectives shall be:

- F6.1.1** to achieve optimal utilization of instructional time, costs and human resources.

F6.2 Responsibility for Championship Calendar

- F6.2.1** Sport Commissions must maintain a calendar (minimum three (3) year period) which sets out:

- championship dates
 - the number of school days involved
 - where possible, the location at which the championship is to be held
- The initial three (3) year calendar was submitted to the Competitive Standards Committee in June 1997.

- F6.2.2** Proposed changes to established dates and locations must be submitted to the Competitive Standards Committee no later than June 15th of any given year, with recommendations going forward to the Board of Directors for approval.

F6.3 Specific Days of the Week for Championship Play

- F6.3.1** BCSS approved Championships must end on a Saturday;

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- the Saturday may be the final day of competition, or
- the Saturday may be the only day of competition.

F6.3.2 Sports Commissions may request an exemption for the next school year from **F6.3.1** by:

- submitting the request, including appropriate rationale to the Competitive Standards Committee by January 16th, of the current school year
- the Competitive Standards Committee will make a recommendation to the BCSS Board of Directors,
- if approved, the Board of Directors will forward a recommendation to the next Legislative Assembly,
- the membership may grant an exemption on a one (1) year basis, or as a blanket exemption.

F6.3.2 Blanket Exemptions:

- (a) the BC Secondary Schools Skiing Association is granted a blanket exemption from F6.3.1 for the Alpine Skiing and Snowboarding Championships, provided that the championship event(s) either starts on a Monday or concludes on a Friday. This is to facilitate team travel to or from the event on a weekend
- (b) the BC Secondary Schools Golf Association is granted a blanket exemption from F6.3.1 for the Golf Championship, provided that the championship event either starts on a Monday or concludes on a Friday. This is to facilitate team travel to or from the event on a weekend
- (c) the BC Secondary Schools Soccer Association is granted a blanket exemption from F6.3.1 for the Girls' AA and AAA Soccer Championships, provided that the championship events start on a Sunday and end on a Tuesday
- (d) the BC Secondary Schools Soccer Association is granted a blanket exemption from F6.3.1 for the Boys AA and AAA Soccer Championships, provided that the championship starts on a Monday or ends on a Friday, in order to accommodate facility bookings and conflicts with community users.
- (e) the BC Secondary Schools Girls Field Hockey Association is granted a blanket exemption from F6.3.1 for the AA and AAA Field Hockey Championships, provided that the events either start on a Monday or end on a Friday. This is to facilitate team travel to or from the events on a weekend.
- (f) the BC Secondary Schools Rugby Union is granted a blanket exemption from F6.3.1 for the Boys' AA and AAA Rugby Championships, provided the championship starts on a Wednesday and ends on a Sunday to accommodate a day of rest due to safety concerns.

F6.4 Provincial Championships and Provincial Exam Calendars:

F6.4.1 BCSS-approved championships shall not be held during the week of, or on a weekend immediately following any Ministry of Education Provincial Exams. This policy was implemented in school year 1998-99.

Section F7: PROVINCIAL CHAMPIONSHIP QUALIFICATION PROCESS

F7.1 Objectives

The Objectives shall be:

- F7.1.1** to establish an opportunity for all Member Schools to qualify for Provincial Championships
- F7.1.2** to establish a hierarchy of championship levels which reflect the enrolment of participating Member Schools, as well as other designated criteria.

F7.2 Responsibility for Allocation of Berths and Qualification Process:

F7.2.1 BCSS Designated Zones:

the seven (7) BCSS Designated Zones are defined in ARTICLE XII of the Bylaws as follows:

Zone A - the two (2) Kootenay Secondary Schools Athletic Associations

Zone B - the four (4) Okanagan Valley Schools Athletic Associations

Zone C - the North Central District Secondary Schools Athletic Association

Zone D - the Northwest Zone Secondary Schools Athletic Association

Zone E - the two (2) recognized Vancouver Island Athletic Associations

Zone F - the five (5) Lower Mainland Athletic Associations

Zone G - the seven (7) Fraser Valley Secondary Schools Athletic Associations

F7.2.2 Commission Qualification Levels:

Sport Commissions may establish regions for qualification within the BCSS Designated Zones.

F7.2.3 Allocation of Berths:

within the parameters of established BCSS policies and procedures, sport-specific policies and procedures for the allocation of berths are within the jurisdiction of each individual Sport Commission. (Note: all Sport Commissions must ensure geographic representation at all approved Provincial Championships)

(a) the Burnaby/New Westminster Secondary School Athletic Association schools may qualify through the (Zone G) Fraser Valley Zone Play-offs for the sport of Wrestling, as long as each school meets the wrestling affiliation requirements of the Fraser Valley Secondary Schools Athletic Association

(b) the Richmond Secondary Schools Athletic Association may join with the Delta Secondary Schools Athletic Association and the Surrey Secondary Schools Athletic Association to form a region for qualification for the boys Curling championships and the girls Curling championships.

F7.2.4 Qualification Process:

within the parameters of established BCSS policies and procedures, sport-specific policies and procedures as to how individuals and/or teams qualify for approved Provincial Championships are within the jurisdiction of each individual Sport Commission.

F7.2.5 Ranking / Tournament Format:

within the parameters of established BCSS policies and procedures, sport-specific policies and procedures for the ranking of individuals and/or teams, as well as the tournament format are within the jurisdiction of each individual Sport Commission.

Section F8: CHAMPIONSHIP ENTRY AND/OR PARTICIPATION FEES

F8.1 Objectives

The Objectives shall be:

F8.1.1 to keep the direct participation costs at BCSS Championships as low as possible

F8.1.2 to provide a financial framework for the Sport Commissions and the tournament organizing committees.

F8.2 Entry Fees:

F8.2.1 the entry fee charged to teams and/or student-athletes competing in a BCSS Provincial Championship should cover or contribute to the expenses of:

(a) facility rental and equipment,

(b) event officials / judges,

(c) medical coverage at the tournament,

(d) other expenses directly related to the costs of staging the competitive aspects of the tournament.

F8.2.2 competing schools must be provided with a tournament budget on request. Sport Commissions are strongly encouraged to have a maximum entry fee level in their rules and regulations.

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F8.3 Social Events for Athletes:

social events such as a banquet or hospitality function may be offered for the tournament participants. The charge to athletes and coaches or competing schools for social events cannot be mandatory unless the applicable Sport Commission has included the social event and maximum cost per person as a required part of the championship in the published Commission Rules & Regulations. The inclusion in the rules and regulations of a mandatory social event must be approved through a mail vote of schools participating in the appropriate tier, and should be reviewed at least every four (4) years.

F8.4 Other Related Charges:

tournament items such as t-shirts, souvenir programs, tournament premiums and non-mandatory social activities can enhance a championship. However, tournament organizers cannot make the purchase of these value-added elements mandatory for participants. Tournament organizers should assist their own planning through pre-ordering opportunities for the competing schools.

F8.5 Communication of Entry Fees and Other Tournament Costs:

F8.5.1 mandatory charges: maximum entry fees and any mandatory social event charges [see F8.3] should be published in the BCSS handbook, on the BCSS web site and in the Sport Commission rules and regulations before the school year begins

F8.5.2 other tournament charges: tournament organizers should communicate all non-mandatory tournament charges to all possible competing teams at least six (6) weeks before the tournament starts.

Section F9: PROVINCIAL CHAMPIONSHIP EVENT MANAGEMENT GUIDELINES

F9.1 Objectives

The Objectives shall be:

F9.1.1 to ensure that BCSS approved championships meet minimum acceptable standards with respect to:

- | | |
|--------------------------|-----------------------------------|
| -awards | -officials |
| -appeal procedures | -on-site concessions and sales |
| -conduct and discipline | -on-site supervision and security |
| -contracts | -promotion |
| -dress code | -protocol |
| -finance | -risk management |
| -hosting guidelines | -rules of competition |
| -location and facilities | -souvenir programs |
| -media relations | -sponsorship |

Section F10: DISCIPLINARY COMMITTEE

F10.1 During Provincial Championships, Sport Commissions shall form a Disciplinary Committee to deal with any gross violations of behaviour or conduct by a student-athlete or coach considered to be unacceptable by the Committee.

F10.1.1 **Student-athletes:** while discipline might include banning a student-athlete from further participation in a tournament, the coach of the student-athlete must still assume responsibility for the supervision of the student-athlete and deal with further disciplinary action in accordance with school or district regulations.

F10.1.2 **Coaches:** any discipline of coaches must follow the procedure outlined in Section B2 of these policies.

Section F11: COMMERCIAL LOGOS

F11.1 Two (2) credit card size commercial logos which have been approved by the Sport Commissions will be allowed on any team uniform (for play-off and provincial championship play). A school uniform consists of shirts and shorts or strip appropriate to the sport. The strip should normally have recognized school colours with or without a school logo or cresting.

WINTER SPORTS



Competitive Rules & Regulations

PART G: GRADE 8, GRADE 9 AND JUNIOR PROVINCIAL CHAMPIONSHIPS

BCSS is philosophically opposed to Provincial school championships below the senior level and will not sanction, sponsor or support events having the organization format of, or implied or designated as being Provincial Grade 8, Grade 9 and Junior Championships.

PART H: NATIONAL CHAMPIONSHIPS

BCSS, in conjunction with all other Provincial Associations is opposed to national interscholastic championships. Therefore, BCSS will not sanction competition at this level.

PART I: SANCTIONING FOR OUT-OF-PROVINCE TEAMS

Many BC schools host competitions with schools from outside of the province. To ensure that competition is conducted or approved by secondary school authorities and that competition is equitable and fair, sanctioning policies have been developed by all Provincial School Sport Associations in Canada and State Associations in the U.S.A. Sanctioning assures that competition is being conducted in the best interests of the schools concerned. The competition must be conducted by an educational institution or subject to the controls of school authorities. For sanctioning purposes, each BC school will guarantee that each student-athlete meets the eligibility requirements of BCSS.

The following procedure must be used for sanctioning of competition involving schools from outside the province. (Schools outside BC inviting teams from BC are required to follow the same procedures). Before leaving to attend an out of province competition, BC schools should check with the BCSS office to ensure sanctioning has been completed.

Section I1: CANADIAN SCHOOLS

- I1.1** Any member school hosting a team from another province must submit an APPLICATION FOR SANCTION OF AN INTERPROVINCIAL ATHLETIC COMPETITION to the BCSS executive director no later than thirty (30) days prior to the event. (May, 2011)
- I1.2** Upon receipt of an application in I1.1, the executive director will:
 - I1.2.1** ensure that the competition is being conducted in the best interests of the schools concerned. (May, 2011)
 - I1.2.2** complete and forward endorsement forms to the executive director of the provincial association from which schools have been invited to participate (May, 2011)
 - I1.2.3** upon return receipt of the endorsement in I1.2.2, the BCSS staff will notify the host member school of the decision (approval or denial)
- I1.3** Member schools not completing the required application form in accordance with I1.1 will be fined \$200.00 per instance. (May, 2011)

11.4 BCSS and the Alberta Schools Athletic Association have endorsed a blanket sanctioning policy for member-schools situated near the Alberta –BC border (May, 2011):

11.4.1 Northwest Alberta – Northeast BC (May, 2011):

11.4.1.1 Northwest Alberta schools (May, 2011):

- (a) Beaverlodge**
- (b) Fairview**
- (c) Grande Cache**
- (d) Grande Prairie**
- (e) Hines Creek**
- (f) Hinton**
- (g) Jasper**
- (h) Sexsmith**
- (i) Silver Valley**
- (j) Spirit Creek**
- (k) Worsley**

11.4.1.2 Northeast BC schools (May, 2011):

- (a) Bert Bowes**
- (b) Central Middle**
- (c) Chetwynd**
- (d) Dr. Kearney**
- (e) McBride**
- (f) North Peace**
- (g) South Peace**
- (h) Tumbler Ridge**
- (i) Upper Pine**
- (j) Valemount**

11.4.2 Southwest Alberta – East Kootenay BC (May, 2011)

11.4.2.1 Southwest Alberta schools (May, 2011):

- (a) Banff**
- (b) Canmore**
- (c) Crowsnest**
- (d) Lundbreck**
- (e) Pincher Creek**

11.4.2.2 East Kootenay BC schools (May, 2011):

- (a) David Thompson Secondary**
- (b) Elkford Secondary**
- (c) Fernie Secondary**
- (d) Fernie Academy**
- (e) Golden Secondary**
- (f) Jaffray Elementary Junior Secondary**
- (g) Kootenay Christian**
- (h) Laurie Middle**
- (i) Mount Baker Secondary**
- (j) Parkland Middle**
- (k) Prince Charles Secondary**
- (l) Selkirk Secondary**
- (m) Sparwood Secondary**

Section I2: UNITED STATES SCHOOLS

- 12.1 Any member school hosting a tournament, meet, or event involving four (4) or more schools where one (1) or more schools are from the United States, must submit an APPLICATION FOR SANCTION OF AN ATHLETIC COMPETITION INVOLVING US SCHOOL(S) to the BCSS executive director no later than ninety (90) days prior to the event. (May, 2011)**
- 12.2 Upon receipt of an application in 12.1, the executive director will:**
- 12.2.1 ensure that the competition is being conducted in the best interests of the schools concerned. (May, 2011)**
 - 12.2.2 complete and forward endorsement forms to the executive director of the state association from which schools have been invited to participate (May, 2011)**
 - (a) tournaments, meets or events involving schools from three (3) or more states must also receive sanction from the National Federation of State High School Associations. This process requires:**
 - (i) a \$75.00 processing fee sent ninety (90) days before the tournament, meet or event**
 - (ii) a financial report sent within ninety (90) days after the tournament, meet or event**
 - 12.2.3 Member schools not completing the required application form in accordance with 12.1 will be fined \$200.00 per instance. (May, 2011)**

Section I3: INTERNATIONAL CONTESTS AND CULTURAL EXCHANGES

- 13.1 Any member school hosting or travelling to another country other than the United States must submit an APPLICATION FOR SANCTION OF INTERNATIONAL ATHLETIC COMPETITION to the BCSS executive director no later than sixty (60) days prior to the event. (May, 2011)**
- 13.2 Upon receipt of an application in 13.1, the executive director will:**
- 13.2.1 ensure that the competition is being conducted in the best interests of the schools concerned. (May, 2011)**
 - 13.2.2 notify the member school of the decision (approval or denial). (May, 2011)**
- 13.3 Member schools not completing the required application form in accordance with 13.1 will be fined \$200.00 per instance. (May, 2011)**

BC SCHOOL SPORTS has eighteen (18) active Sport Commissions within its organizational structure. The Sport Commissions of BC SCHOOL SPORTS are responsible for the organization and conducting of qualifying events leading up to approved Provincial Championships, and responsible for the organization and conducting of the fifty (50) approved Provincial Championships for the following sports:

AQUATICS	- boys', girls' and mixed Swimming and Synchronized Swimming events for Aquatics team championship
BADMINTON	- coed team championship
BASKETBALL - BOYS'	- "A", "AA" and "AAA" tier championships
BASKETBALL - GIRLS'	- "A", "AA" and "AAA" tier championships
CROSS COUNTRY - BOYS'	- team championship
CROSS COUNTRY - GIRLS'	- team championship
CURLING - BOYS'	- team championship
CURLING - GIRLS'	- team championship
FIELD HOCKEY	- girls' "AA" and "AAA" tier championships
FOOTBALL	- boys' "AA" and "AAA" tier championships
GOLF	- "A", "AA" and "AAA" team championship open to boys' and girls'
GYMNASTICS	- boys' and girls' events leading to a team championship
MOUNTAIN BIKING	- boys' and girls' events leading to a team championship
RUGBY	- boys' "AA", "AAA" and championships
SKIING ALPINE	- boys' events for boys' team championships
SKIING ALPINE	- girls' events for girls' team championships
SNOWBOARDING	- boys' and girls' events leading to combined team championship
SOCCER - BOYS'	- "A", "AA" and "AAA" tier championships
SOCCER - GIRLS'	- "A", "AA" and "AAA" tier championships
TENNIS	- "AA" and "AAA" coed team championships
TRACK & FIELD - BOYS'	- boys' events for boys' team championships
TRACK & FIELD - GIRLS'	- girls' events for girls' team championships
VOLLEYBALL - BOYS'	- "A", "AA" and "AAA" tier championships
VOLLEYBALL - GIRLS'	- "A", "AA", "AAA" and "AAAA" tier championships
WRESTLING - BOYS'	- boys' weight classes for boys' team championship
WRESTLING - GIRLS'	- girls' weight classes for girls' team championship

Season	Start Date for Unrestricted and Restricted Competition	End Date <i>(all play unless specified in E3 Exceptions)</i>
FALL	Tuesday, September 6, 2011	Saturday, December 4, 2011
WINTER	Monday, November 28, 2011	Saturday, March 11, 2012
SPRING	Monday, March 6, 2012	Saturday, June 10, 2012

STANDARD SCHOOL CALENDAR

DESIGNATION	2011 - 2012	2012 - 2013
Days in Session	193	194
Minimum Number of School Days	186	187
Maximum Number of Non-Instructional Days	6	6
Schools Open	September 6	September 4
Thanksgiving Day	October 10	October 8
Remembrance Day	November 11	November 12
Schools Close for Winter Vacation	Dec. 16	Dec. 21
Winter Vacation Period	December 19 to January 2	December 24 to January 4
Schools Re-Open After Winter Vacation	January 3	January 7
Schools Close for Spring Vacation	March 16	March 15
Spring Vacation Period	March 19-23	March 18-22
Schools Re-Open After Spring Vacation	March 26	March 25
Good Friday	April 6	March 29
Easter Monday	April 9	April 1
Victoria Day	May 21	May 20
Administrative Day	June 29	June 28
Schools Close	June 29	June 28



The screenshot shows the BC School Sports ExNet interface. At the top left is the BC School Sports logo. To its right are links for 'ExNet Main Menu' and 'ExNet Help Page'. The center header reads 'BC SCHOOL SPORTS ExNet Version 2.0' with a logo. On the right, it says 'Logout Now' and 'Wednesday June 23 2010'. A central box titled 'MAIN MENU SECTION OPTIONS' lists the following items:

- Membership Application ~ Enrolment Form
- Sport Declaration Form
- Player Registration Form
- Student Look/Transfer
- Insert New Student
- School Enrollment Report
- Member Schools 2011-2012
- Athletic Directors Checklist (1 page PDF Fil(e))
- Tournament

WHEN YOU SEE THIS “INFORMATION” SIGN DISPLAYED – BCSS IS DRAWING YOUR ATTENTION TO INFORMATION THAT YOU SHOULD TO BE AWARE OF

USERNAME

PASSWORD

1. Logging onto Exnet:

- a) Go to www.bcschoolsports.ca
- b) Select “Exnet Registration”
- c) Input your “User ID” and “Password”

(User ID and passwords must be obtained from the Administrator, Athletic Director or the BCSS office)

2. Editing or Updating School Information:

(The AD, Administrator, and school information must be update by the AD at the beginning of each school year. This information is used to send out mail. If we have the wrong name, the AD and Administrator will not get their mail)

* With the new online system BCSS will be communicating with the Athletic Directors more and more using email, AD's & Administrators' email addresses are now **mandatory** fields on the online registration system. Please don't type “&”, “/”, “?” or “N/A” in these fields.

- a) Select “Edit School Information”
- b) Make necessary changes
- c) Select current month and year from the drop down menu in the **“Update Verified by User”** section
- d) Select “Save School Information”
(Changes will not take effect, if you do not save the information)

Online Registration

3. **Enrollment Numbers:** **Deadline: October 7**

*Tier classification is based on enrollment as declared by each Member School to the Ministry of Education. The tier designation count must be taken on **SEPTEMBER 30th** of each school year. You must input these numbers into the online system by no later than **OCTOBER 7** of this school year.*

- (a) **On the Main Menu – Select “Membership Application”**
- (b) Input school enrollment numbers for each gender and grade as well as un-graded student-athletes. **DO NOT ADD TOTAL TOGETHER.**
- (c) Select “Submit School Enrollment Registration Now”
(Once you submit your numbers, you will not be able to make any changes - you will have to contact the BCSS office)

3.1 **Membership Fees:** **Deadline: October 7**

Membership Fees are based on the previous year enrollment numbers. An invoice will be in the Athletic Director’s membership package. Fees are due the first week of October of each school year.

4. **Sport Declaration Form:** **Deadline: October 7**

In September each year, schools are required to declare the teams and levels of competition in which they hope to be involved in.

- (a) **On the Main Menu - Select “Sport Declaration Form”**
- (b) Check off all the sports your school **intends** to be involved in for that year
- (c) Enter the coach’s information (**team contact, phone number & email is now mandatory**)
- (d) Select - “Save your Sport Declaration Form Now”
- (e) You may only declare 1 tier for each sport (declaring AA and AAA for the same sport is not allowed)

* To declare a sport **after the deadline** – contact the BCSS office.

- The declaration must be completed for **all 3 seasons** by **October 7**. The system is designed to shut-you-out after this deadline date has passed.
- If you do not declare your sports first, you will not be able to move onto the register forms
- The declaration forms are used by BCSS to send you information from the commissioners and zone reps on that sport prior to that season (i.e. boys’ basketball handbooks are mailed out prior to the winter registration deadline – if you don’t declare, you won’t get on(e))
- To declare a sport **after the deadline** – contact the BCSS office

5. **Player Registration Form:** **Deadline: October 7**

- (a) On the Main Menu - Select “Player Registration Form”
(A list of declared sports will appear – if not go back to the Sport Declaration Screen)
- (b) Select - “Create Player Registration Forms” on the desired sport
- (c) Complete coach information (**the coach’s email is now mandatory**)
- (d) Select - “Save Coach Information Now”

Online Registration

5.6 Deleting a Student-Athlete's Name from your School List:

- Student-athlete names cannot be deleted from the system by the AD or BCSS. The computer programmers are the only ones that can delete a student-athlete's name from the system.
- Send a fax or email to the BCSS office with the student-athlete's name, grade and date of birth, and BCSS will send a request to the programmers to have the name removed.

5.7 Editing a Student-athlete's Information:

- (a) On the Main Menu - Select "Player Registration Form"
- (b) Select - "View Player Registration Form" for the desired sport
- (c) Find student-athlete's name on the player registration form
- (d) Select - "Edit" (to the right of the student-athlete's name)
- (e) Make changes to the student-athlete's information
- (f) Select - "Save Student Information"

5.8 Moving Student-athlete to a Higher Age-Group Team:

- (a) Go to www.bcschoolsports.ca
- (b) Select - "Forms" (left of screen)
- (c) Select - "Moving Player to a Higher Age-Group Team" form
- (d) Print the form
- (e) Complete and fax to (604) 460-2003
- (f) BCSS will move the student-athletes once the form is received

6.1 Student-athlete transfer (Grades 8 and 9):

- (a) On the Main Menu - Select "Insert New Student"
- (b) Enter student's details
- (c) Do not change "Current School" or "Previous School" drop down boxes.
- (d) Save your selection
- (e) When Exnet informs you the student is at another school, it will also give you the option to click "Transfer" at the bottom of the screen.
- f) Click "Transfer".

6.2 Student-athlete Transfer:

A transfer occurs whenever a student-athlete who is registered at any school (within or outside of BC) transfers and is registered at a different school.

- All transfers are done online, however, you need to have the following details in front of you before the transfer is started:
 - Reason for Transfer – Please select one of the reasons listed in the Handbook & Directory, Section D12.3.1 – D12.3.10)
 - Details – Each transfer reason has a set of questions pertaining to that particular transfer reason. (see Appendix 1 below or website for questions)

- (a) On the Main Menu - Select "Insert New Student"
- (b) Enter student's details
- (c) Question 7 – "Previous School" – Select previous school name from the drop down list or select NON-BCSS Member for out of province/country schools
- (d) Select - "Add ONE eligible student to your school"
- (g) Select - "Save Student Information"
- h) You will now be required to select the "Transfer Reason"
- i) Save your selection
- j) Each transfer reason will display a set of questions, complete all the questions
- k) Save the questions section – the transfer is now done!

7. **Searching for a Student-Athlete's Name:**
 - If you would like to know if a student-athlete is already in your system, you can do so as follows:
 - (a) **On the Main Menu - Select "Student Transfer/Lookup"**
 - (b) Enter the student-athlete's Last Name or the first few letters of the Last Name followed by a % sign
 - (c) Select – "View Students"
 - (d) A list of student-athletes will appear – if the student-athlete's name does not appear in the list, then they are not in the system for your school.

8. **Printing a copy of the Player Registration Form:**
 - A copy of the Player Registration Form for each registered team must be printed and given to the coach to check that all the student-athletes names appear and are correctly registered.
 - When printing DO NOT use the "print screen" function on your keyboard, as this will NOT give you an accurate copy of the player registration form. Please rather follow these instructions:
 - (a) **On the Main Menu - Select "Player Registration Form"**
 - (b) Select - "View Player Registration Forms" for the desired sport
 - (c) Select – "Print version of Roster" (bottom left of screen)
 - (d) Select – "File" and "Print" (this will print to your schools local printer)

9. **Questions Required for Student-Athlete Transfers:**
 - Each transfer reason has a set of questions pertaining to that particular transfer reason that needs to be completed online. (See Appendix 1 below)

10. **Dos and Don'ts:**

DO

1. The school information must be updated in June or September for mailing purposes
2. Enrollment numbers must be inserted before the deadline date – after this date the system will shut you out
3. Declare all your known sports for the YEAR for each season by the deadline date. After this date the system will shut you out. **(\$100 fine for late declaration)**
4. Pay membership fees by the deadline date

DON'T

1. Do not declare more than one tier at a senior level for the same sport
2. Do not enter a student's name more than once in your system
3. Do not register the same student at 2 different levels in the same sport at the same time. i.e. a student can't be on the senior and junior volleyball team at the same time
4. Do not register a student on your team if they are NOT registered at your school

APPENDIX 1

D12.3 Transfers:

Subject to D13, a student-athlete who transfers from his/her "home school" after the first (1st) day of his/her first (1st) year of eligibility (Grade 8) is ineligible to participate in restricted and unrestricted competition in any school sport(s) in which he/she has participated unless one (1) of the conditions in D12.3.1-D12.3.11 is met:

At the time of online registration of a transferred student-athlete as an "eligible student-athlete in the school, there must be a confirmation as to why the student-athlete is eligible. This is done through the online registration system. Please read the conditions below carefully to determine if additional confirmation is required. (D12.3.1 – D12.3.11)

In addition to completion of the transfer form as part of the online registration process, a Compliance and Authorization Form must be submitted and be signed by the Administrators and Athletic Directors of both the leaving and receiving schools, and by the student-athlete's parent or legal guardian.

Notes:

(a. for middle school and junior secondary students who will feed into a more senior school that school will be deemed their home school as the student advances into the more senior grades.)

(b. for the 2011-2012 school years this modification will be phased in for grade 8 and 9 students to allow for parents to be educated about rules and regulations pertaining to high school sports. Student-athletes will establish their 'home school' in grade 9 beginning September 1, 2011 and in grade 8 beginning September 1, 2012.)

-Transfer Date:

-Previous School Athletic Director Name:

-Previous School Administrator Name:

-Parent/Legal Guardian Name:

D12.3.1 Student-athlete Advancing to a More Senior School:

- Transfer Date:

- Previous School Athletic Director Name:

- Previous School Administrator Name:

D12.3.2 New School Constructed, School District Reorganized or School is

Closed: School Districts and /or schools must apply for approval from the BCSS Eligibility Officer prior to any student-athlete being eligible.

A complete list of those student-athletes impacted must be provided to BCSS with the following information for each student-athlete:

- Transfer Date:

(a) name

(b) date of birth

(c) current grade being eligible for restricted competition

(d) grade 8 entry date

(e) previous school

(f) new school

(g) will they be attending their catchment school? Yes or No

(h) if 'No' to 'g', then reasons for choosing the school to be identified.

D12.3.3 Change Of Principal Residence:

or

D12.3.4 Parent to Parent Move:

- Transfer Date:

- Parent/Legal Guardian Name:

- Date of Move (Month-Year)

- Name of Parent with whom student WAS Residing: (if applicable)

APPENDIX 1 - Continued

- Student's Previous Address
 - Student's New Principal Address
 - For Legal Guardian – date guardianship was established
 - Moving into Which School's Catchment Area
- * A statutory declaration must be completed and signed by the parent or legal guardian and submitted to the home school for confirmation prior to being forwarded to the BCSS office.**

D12.3.5 District Academic Program:

or

D12.3.6 Alternate Program / Schools:

- Transfer Date:
- District Academic Program
- District Academic Program School
- Expected Date of Completion
- Alternate School/Program
- Administrator: -Confirm that the alternate program/school shares the Administration with the Home School

D12.3.7 Student-athlete Transferring from an Alternate School or Distributed Learning School:

- Transfer Date:
- **Resides in Catchment Area of Which School**
- **Name of Alternate or Distributed Learning School**

D12.3.8 Short Term Transfer and Return to Home School:

- Transfer Date:
- Short Term School
- Date of Entry
- Date of Exit
- Did the student participate in any BCSS-approved restricted or unrestricted competition

D12.3.9 Incoming Exchange Student-athlete:

- Transfer Date:
- Date of Entry to School
- Date of Program Completion
- Student's BCSS-approved exchange program (choose from selection)

School-to-School Exchange Programs:

D12.3.10 Ward of the Province:

- Transfer Date:

D12.3.11 Student-athlete Transfers During the Month of September as a result of the School District Transfer process:

- Transfer Date: