



## October 31, 2011 COACHES' LETTER

Welcome all the Coaching Staff and Players to the 24th Annual Nepean Ringette Tournament. We have 107 teams participating this year and we are looking forward to an exciting weekend of ringette.

In the coaching package that you will receive at your first game, you will find a copy of the Tournament Book, the tie breaking rules, maps to all arenas and hospitals.

- Upon arrival at the arena, please check in at the trouble shooting table/room for your dressing room assignment. Please be prepared to start up to 15 minutes early.
- Have each Bench staff print and initial by their names on **all** the game sheets.
- Make sure the game sheets are filled out properly and that you have handed in a copy of your TRF. If there are any changes to your bench staff or players list, complete and submit a TRF Adjustment Form. You can get a copy of the adjustment forms at the Trouble-shooting room in each of the arenas. If you are not sure if you need to fill one out please ask the trouble-shooters.
- Ensure all bench staff **walk around the boards** to the benches and **not walk across the ice surface**. Also, if a bench staff member goes on the ice to assist an injured player, he/she must wear a helmet, so please remember to bring a spare helmet on the bench. This is a City of Ottawa regulation. As part of this bylaw, bench staff members are not permitted on the ice to shake hands at the end of the game. Generally skaters will skate by the opposing bench and the hand shaking is done from there.
- Not all games will have a penalty box person. If you wish to have one for your team, you are welcome to provide one.
- If a game is running behind and the game has more than a seven goal split in the second period the clock will go to running time.

Please note that there will be games that will be played on Zamboni time (i.e. 50 minute games) at various arenas. These games will be marked on the schedule with a \*. At the end of the first period of these games, the referees will determine the length of the second period. They will determine its length by the following formula: Ice time remaining, (e.g. 20 min.) divide by 2 (e.g. 10 min.) then add 3 (e.g. total is 13min.). The length of the second period shall never exceed the length of the first period.

- All dressing rooms will be checked for cleanliness by Nepean Ringette volunteers before keys will be returned to the team representatives.
- All final award presentations will take place off the ice. Players and bench staff are asked to change completely and report for the awards ceremony wearing their team jersey. Teams will be given 15 minutes to clear their dressing room and report upstairs. This process allows us to keep the games moving and not restrict the amount of time each team may wish to take celebrating their victory.
- Back by popular request we are providing snacks on Saturday and Sunday morning. Have your team managers pick these up at the troubleshooting room prior to your game. These snacks have been provided to you from all of the families of the NRA. All available snacks will be nut-free.
- If you have any questions throughout the weekend, please check with one of the trouble-shooters at the arenas. If they do not have the answer to your questions they will find someone who can. If you have a problem before a game please make sure you contact one of us at **Walter Baker (613-580-2424 extension 14592)**

#### PLEASE NOTE:

- All home teams will need to provide a scorekeeper for each home game. The exception will be teams from out of Province other than Gatineau and Open division teams.
- All 'B' levels and the U10 Blue division will be playing with a shot clock.
- All air horns, cow bells, or any types of horns are prohibited in all arenas.
- Floods may be skipped, solely at the discretion of the tournament coordinator.

Thank you for choosing to participate in the Nepean Ringette Tournament. Have a great weekend and good luck!

*The Tournament Committee*