



## **ALBERTA REGIONAL CHAMPIONSHIPS XV**

**Technical Package**

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## TOURNAMENT GUIDELINES

### Introduction

This manual will be the central procedural document of the Rugby Alberta Regional Competition. It will serve as the competition rules and regulations manual as well as the competition operational guidelines.

Additional information may be sent out from time to time and should be inserted in the appropriate section of this document.

I would also like to highlight that for Rugby Alberta and all its age grade programs, Development is more important than winning.

This will be the pinnacle of regional U16 and U18 rugby in Alberta as we develop a broader player pool. The ARC is the primary selection tool for the Provincial U16/U18 male and female teams who will compete in the Western Championships in Kelowna and Regina.

U18/16: August 4 –6, 2023 in Calgary at the Calgary Rugby Park

### Tournament Venues

2016: Calgary  
2017: Edmonton  
2018: Edmonton  
2019: Red Deer  
2020: N/A  
2021: N/A  
2022: Calgary  
2023: St. Albert

### Rugby Alberta Staff/Competition Administrators:

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### 2022 ARC Team Representatives:





Edmonton Gold: Danielle Weran [danielle.rowlands@yahoo.com](mailto:danielle.rowlands@yahoo.com)  
Calgary Mavericks: Amanda Schmidt [mavericks@calgaryrugby.com](mailto:mavericks@calgaryrugby.com)  
Central Alberta: Sean Tindall [st@rucker.ca](mailto:st@rucker.ca) & Kenton Polizer [kentonpoelzer@gmail.com](mailto:kentonpoelzer@gmail.com)  
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[JJ.Ondrus@lethsd.ab.ca](mailto:JJ.Ondrus@lethsd.ab.ca)  
Manitoba – Patrick Ryan [patrick@rugbymb.ca](mailto:patrick@rugbymb.ca)  
Saskatchewan – Jordan Astrope [jastrope@saskrugby.com](mailto:jastrope@saskrugby.com)

## Land Acknowledgement

*Rugby Alberta acknowledges the 2023 ARCs will take place on Treaty 6 territory, traditional lands of First Nations and Métis peoples. As treaty People, Indigenous and non-Indigenous, we share the responsibility for stewardship of this beautiful land.*

## PARTICIPATION AGREEMENT 2023

ARC: Alberta Regional Competition  
Participating teams: All teams participating in the ARC  
Host: St Albert Rugby Club

### Title and Trophy

- 1.1 The tournament will be called the Alberta Regional Competition
- 1.2 The ARC will consist of up to 24 teams, and up to 12 teams of each gender
- 1.3. A championship cup will be presented to the winning male and female teams.

### Competition

- 2.1 The participating teams in the competition will be representing the following regions.
  - a) Southern Alberta (Alberta)
  - b) Calgary Mavericks (Alberta)
  - c) Central Alberta (Alberta)
  - d) Edmonton Gold (Alberta)
  - e) Manitoba
  - f) Saskatchewan

### Administration and Organization

- 3.1 Rugby Alberta will host the ARC and shall make all necessary arrangements for the organization and holding of the matches in the tournament at the designated host facility.
- 3.2 The ARC will be governed by the operation manual. In the event that an issue is not addressed in the ARC manual the decision will be referred to the ARC executive committee.
- 3.3 The tournament is charged with the responsibility of ensuring all risk, safety considerations and medical concerns are of the appropriate standard and this responsibility shall not be transferred to any other body.





3.4 Rugby Alberta will assign a local liaison officer to assist with local arrangements.

### **Risk Management**

- 4.1 All coaches and match officials are required to adhere to Rugby Canada's policy regarding safety accreditation.
- 4.2 All players will not be permitted to enter the field of play without a mouth guard as per Rugby Canada Policy.
- 4.3 In the event of a catastrophic injury to a player Rugby or official Alberta will ensure prompt emergency attention.

### **Restrictions on Liability and Insurance**

- 5.1 Rugby Alberta will have an event sanction for the tournament, but all involved personnel from each participating team (players, coaches, referees, managers) must be registered with Rugby Canada to be insured.
- 5.2 In the event of any negligent or willful act or omission on the part of the person or entity concerned, none of the following, that is to say the Executive Committee, Rugby Alberta, any of their respective officers, agents or employees shall be liable to any member of any squad or any participating team for the death of, or personal injury, damage to property or other loss suffered by any member of the squad of any participating team whether on or off the playing enclosure.
- 5.3 Participating teams are responsible for the insurance of team kit and personal effects.

### **Medical**

- 6.1 A match day doctor will be appointed for the tournament
- 6.2 A well planned and documented emergency action plan is in place to cater to the safety and welfare of all players, officials, team administrators and spectators.
- 6.3 Ambulance access to the grounds must be clearly outlined to all medical personnel for quick and safe transport to/from the venue.
- 6.4 The management of each team is responsible for keeping adequate and proper medical records of his/her teams.
- 6.5 Medical costs/fees is the responsibility of each participating team and cost of treatment associated with illness or injury to its squad member.
- 6.6 Rugby Alberta will provide medical professionals for matches.

### **Cost and Tournament Financial Arrangements**

- 7.1 Each participating team is solely responsible for the financial requirements of operating their team in accordance with the terms and conditions of this agreement.
- 7.2 Each participating team will be responsible for any costs associated with additional staff members in addition to what is sanctioned in the operational guidelines.
- 7.3 Rugby Alberta will cover the costs associated with the match officials.
- 7.4 Tournament fee is Approximately \$5000 per team.





- 7.5 All tournament fees will be paid 7 days in advance of the tournament.
- 7.6 Any profits generated will be put towards the U16/U18 Provincial Teams

**Parking at Venue:**

Free parking can be found behind the Across the road. However, it is recommended that all buses park in overflow parking.

**Changerooms:**

No teams have allocated changerrooms for the weekend. We ask all teams to change prior to arriving at the fields.

**Bathrooms:**

There are port-a-potties located near Field 1 and Field 2. Bathrooms located inside the main building.



## **Travel and Accommodation Arrangements**

8.1 Each team is responsible for Inbound/outbound travel and is required to make and pay for all its travel arrangements excluding hotel shuttles to and from the Lister Hall.

8.2 Rugby Alberta will cover hotel costs for each team for one night's accommodation, up to 14 rooms per team at;

Lister Hall  
1-047 Lister Centre  
Tel: 780.492.6057  
Edmonton, Alberta  
T6G 2H6

## **Local costs/info**

9.1 Rugby Alberta will provide breakfast (additional add on with Lister Hall and one dinner at the rugby park.

9.2 Rugby Alberta will cover ground transportation to and from St. Albert and Lister Hall.

9.3 Rugby Alberta shall make all necessary arrangements relating to holding other events as part of the tournament (i.e., parents meeting selection meetings, medical meeting, post-match functions etc.)

9.7 Each participating member of the tournament will receive a tournament T Shirt (28 per team)

## **Venues, Facilities and Equipment**

Rugby Alberta accepts, represents, warrants and undertakes all of the following.

10.1 The match venue will satisfy the requirements set out in the World Rugby Laws of the game and World Rugby technical zones.

10.2 The venue will be adequately and appropriately staffed and policed and provided will all necessary emergency medical services and facilities to a standard satisfactory to Rugby Canada.

10.3 Changing rooms that includes washbasin, shower and toilet facility exclusively to the match officials.

10.4 The area around the changing areas will be restricted to players, match officials and tournament officials.

10.5 Rugby Alberta shall provide match balls for the tournament. Teams are expected to travel with their own supply of training balls.

10.6 Rugby Alberta will endeavor to satisfy the practice requirements of traveling teams for the tournament.

10.7 Each match will be filmed and will be made available to each team after the game.

10.8 Each game will be archived on the Rugby Alberta YouTube page or other sharing platform.

10.9 Where possible Rugby Alberta will live stream the matches on field 1

## **Team Tent Zone:**

Teams are encourage to setup tents behind field 2 and 3 to the left of the events tent. Please see the venue map for a detailed outline.

**Non-Playing:** Coaches are NOT ALLOWED on the field, in-goal or behind the dead ball line. They may be inside the designated technical area.

Two designed water carriers may enter the playing enclosure to carry water at injury stoppages or tries scored. They must otherwise be off the field. Coaches MAY NOT act as water carriers.



Substitute players may use the attacking side in-goal area to warmup. No balls, hit shields or equipment allowed.

**Litter:** Help keep the venue clean by utilizing the numerous garbage & recycling bins onsite. We want to leave it better than we how found it!

### **Weather Conditions**

The long term weather forecast predicts daily temperatures to rise as high as 30+ degrees Celsius. Alberta Rugby Staff and Officials will continue to monitor temperatures throughout the day. Should any changes to match times or formats be required, these will be communicated as quickly and promptly as possible.

The World Rugby Heat Guidelines can be found on our website <https://www.rugbyalberta.com/policy/> or via the following [link](#)

All Teams are reminded to stay well hydrated throughout the event and to seek shade when not playing. Teams are encouraged to bring tents and additional shade to setup on site.

Air Quality caused by forest fires can have adverse effects on respiratory and cardiovascular health. The smoke and fine particulate matter released by the fires can also reduce visibility and cause irritation to the eyes, nose, and throat. These conditions can significantly affect the physical performance and overall health of our rugby community, particularly those who are more vulnerable to respiratory conditions.

The Rugby Alberta Policy on Air Quality can be found on our website <https://www.rugbyalberta.com/policy/> or via the following [link](#)

We recognize the inconvenience that this policy may cause to our rugby community, but we believe that it is essential to prioritize the health and safety of our members, especially in times of environmental risks.

### **Medical Information**

Each team is responsible for providing their own medical staff. Medical staff should only step onto the field for an injury if called upon by a Coach, Referee or Therapist.

Alberta Rugby's number one priority is player safety and adheres to World Rugby's policy of 'Recognise and Remove' when dealing with concussions or suspected concussions.

**Any player suspected or suffering from concussion must be immediately removed from competition and report to their Medical Staff for evaluation.** Not reporting injury symptoms to avoid medical evaluation significantly increases the risk prolonging recovery and long-term effects.

Alternatively, players can be directed to for evaluation and treatment from a physician for any injury.



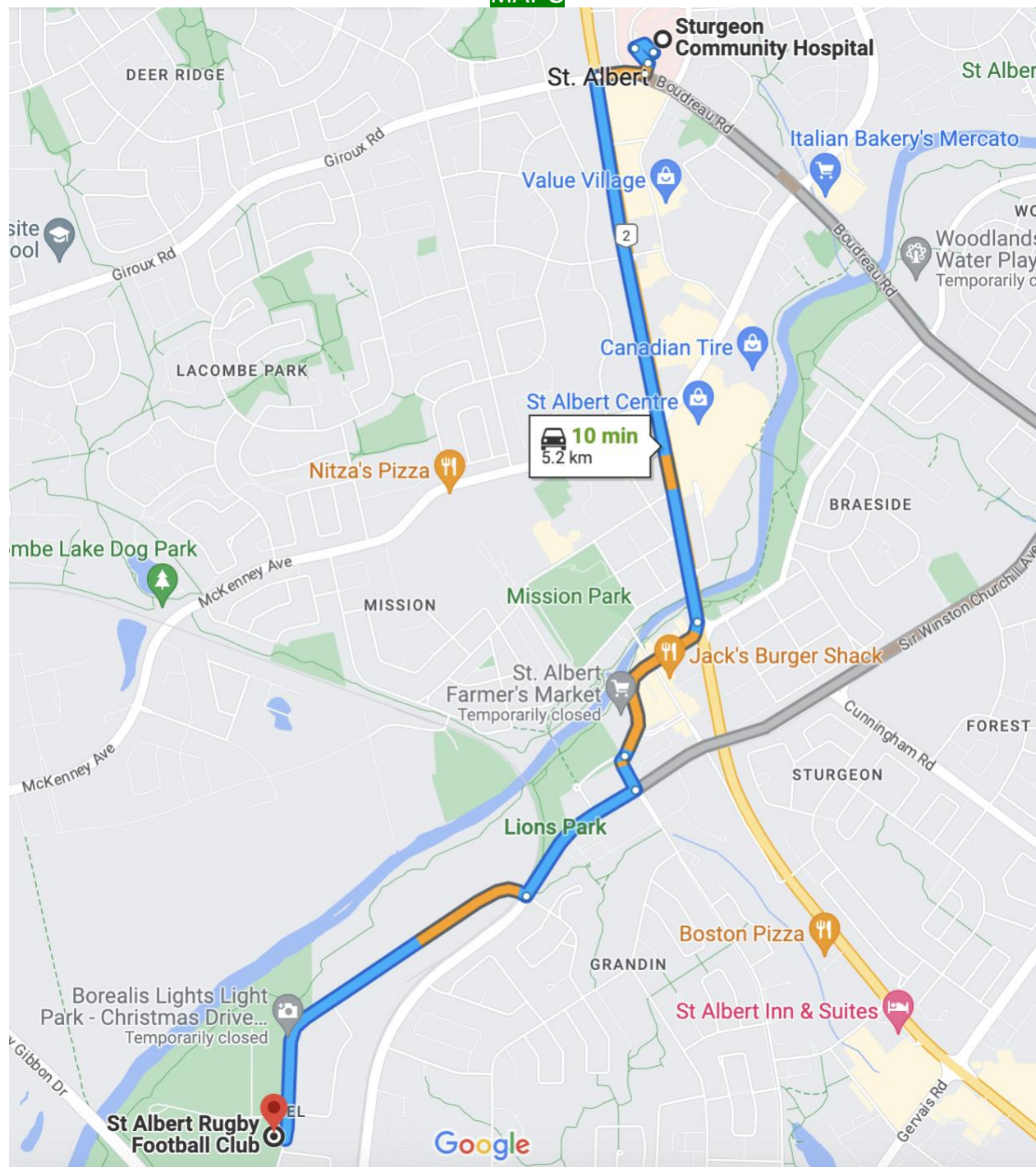
## Emergency Action Plan – St. Albert

Emergency Contacts	Addresses	Charge / Call People
<p><b>Emergency: 9-1-1</b></p> <p><b>Facilitator/Coach:</b> Name: Phone:</p> <p><b>Facilitator:</b> Name: Phone:</p> <p><b>Nearest Hospital :</b> Sturgeon Community Hospital 201 Boudreau Road St Albert, Alberta T8N 6C4</p>	<p>Facility: St Albert Rugby Club 51 Riel Dr, St. Albert, AB T8N 5B4</p> <p><b>Location and Directions:</b></p> <p><b>Ambulance access:</b> Nearest Medicentres Medicentres Family Care Clinics 10 McKenney Ave #210, St. Albert, AB T8N 5S8</p>	<p><b>Charge Person Names:</b></p> <ol style="list-style-type: none"> <li>1. Provincial Team Therapist</li> <li>2.</li> </ol> <p><b>Call Person Names:</b></p> <ol style="list-style-type: none"> <li>1. Provincial Team Designated Person (Coach/Manager)</li> <li>2.</li> </ol>
Roles and Responsibilities		
<p><b>Charge person</b></p> <ul style="list-style-type: none"> <li>• Clear the risk of further harm to the injured person by securing the area and shelter the injured person from the elements</li> <li>• Designate who is in charge of the other participants</li> <li>• Protect yourself (wears gloves if he/she is in contact with body fluids such as blood)</li> <li>• Assess ABCs (checks that airway is clear, breathing is present, a pulse is present, and there is no major bleeding)</li> <li>• Wait by the injured person until EMS arrives and the injured person is transported</li> <li>• Fill in an accident report form</li> </ul>	<p><b>Call person</b></p> <p>Call for emergency help</p> <ul style="list-style-type: none"> <li>• Provide all necessary information to dispatch <ul style="list-style-type: none"> <li>○ facility location</li> <li>○ nature of injury,</li> <li>○ what, if any, first aid has been done</li> </ul> </li> <li>• Clear any traffic from the entrance/access road before ambulance arrives</li> <li>• Wait by the driveway entrance to the facility to direct the ambulance when it arrives</li> <li>• Call the emergency contact person listed on the injured person's medical profile</li> </ul>	





## MAPS



11759 Groat Road  
Edmonton, Alberta  
T5M 3K6  
E: [info@rugbyalberta.com](mailto:info@rugbyalberta.com)

*Rugby Alberta Land Acknowledgement*  
We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 6, 7, and 8. Namely: the Blackfoot Confederacy – Kainai, Piikani, and Siksika – the Cree, Dene, Saulteaux, Nakota Sioux, Stoney Nakoda, and the Tsuu T'ina Nation and the Métis People of Alberta. This includes the Métis Settlements and the Six Regions of the Métis Nation of Alberta within the historical Northwest Metis Homeland. We acknowledge the many First Nations, Métis and Inuit who have lived in and cared for these lands for generations.



### Playing Minutes Policy

11.1 Each player in the squad of 24 must start at least one of the games in the tournament.

11.2 Half Game rule - It means that every player in clubs, schools and colleges is guaranteed to get half the available game time

Actions to be completed for each match

12.1 Submit a match team sheet to the tournament commissioners 30 minutes prior to the commencement of each match

12.2 Complete the teams required section of the official game sheet.

12.3 Verify all scorers in each match with the match commissioner

### ARC Participation Requirements

13.1 All players to complete online participation agreement

13.2 A completed final squad selection must be submitted by June 14th

13.3 Submit match kit colors to the tournament commissioner by June 14th

### Age-Grade Exemptions - Dispensations

A dispensation is given to a player to allow them to play in an age grade that they would not usually be able to play in because of their age. The Age Dispensation Policy applies to all competitions sanctioned by Rugby Alberta. It focuses on allowing participants to play Rugby safely and not influence game results.

It is important that all people involved in a decision to permit a junior player to participate in a different age category fully understand that Rugby is a contact sport. Like all contact sports, players are exposed to the risk of injury. This risk could be heightened by allowing players to participate in matches organized for a different age category if their physical development, skill level, maturity and experience differ from that of the players he/she will play with or against.

We have decided against redistributing players to younger age groups, dispensations will be made only for players to play up one age band.

To be eligible for higher age-grade contact rugby, players will be permitted to participate in an age-grade match that is not more than two (2) years above their age on January 1st of the year in which the match is held (referred to as the 'two-year window'), provided that they comply with the procedures set out in the attached policy and receive approval from Rugby Alberta



## Acceptance

Each team participating in the ARC is required to complete and sign the Participation Agreement, thereby, agreeing to the terms and conditions of the participation agreement and tournament rules. A signed copy due no later than June 14th. See Appendix 1

## Laws

The Tournament will be conducted under the IRB Laws of the Game with specific reference to the Under 19 Variations.

## Game times

All games = 2 x 20-minute halves with a 5-minute half time.

## Sin bin

Times served for yellow card suspensions shall be: 5 minutes

## Tied games

A tied game shall remain as a tie. No extra time will be played.

## Points awarded

Points will be awarded as follows.

4 points for a win.

2 points for a draw.

1 "bonus" point for scoring 4 tries (or more).

1 "bonus" point for losing by 7 points (or fewer).

No team can receive more than 5 points in a match.

If, at the completion of the pool phase, two or more teams are level on match points, then the following criteria shall be used in the following order until one of the teams can be determined as the higher ranked:

The Team with more head-to-head wins between remaining tied teams

The team, which has the best difference between points, scored for and points scored against in all its Pool Matches shall be the higher ranked;

The team, which has the best difference between tries, scored for and tries scored against in all its pool matches shall be the higher ranked;

The team, which has scored most points in all its pool matches, shall be the higher ranked;

The team which has scored most tries in all its pool matches shall be the higher ranked; and

If none of the above produces a result, then it will be resolved with a toss of a coin.

## Finals

For the finals, if teams are tied at full time, then the winner shall be determined through the following sequential criteria;

(i) Sudden Death / Extra Time – following an interval of 5 minutes, extra time of 10 minutes each way (with an interval of 5 minutes) shall be played. During the extra time periods, the first Team to score any points (a try, a or a drop goal) shall be declared the winner. A coin toss will take place to determine which team kicks off.

(ii) Kicking competition – if, after the extra time periods, no winner can be declared, a kicking competition will be organized between the two teams. The winner of that competition shall be declared the winner of the Match.

The kicking competition shall take place as follows:

(iii) All players and match officials will remain on the playing enclosure. The referee will call the captains of the two teams to the center of the pitch and will conduct a coin toss. The winner of the coin toss then may either choose which team kicks first (in which case the loser chooses the end at which all kicks will be taken) or choose the end at which all kicks will be taken (in which case the loser chooses which team kicks first).

(iv) Each team captain must nominate 5 Players to participate in the kicking competition. Only the 5 Players nominated by the captain's and present on the playing enclosure at the time of the completion of the extra time may take part in the kicking competition. No injured, substituted or dismissed player may take part at any time. The order in which the player kick does not have to be pre-determined.

(v) The match officials and team members will assemble on the halfway line. Team members must remain behind the halfway line in the side of the playing area not used for the kicking competition. No one except the referee, two assistant referee and two ball boys is allowed in the part of the playing area being used for the competition.

(vi) The five players from each team will place kick from three different points, all on the 22-metre line, as follows:

First point: directly in front of the posts, Second point: on the 15 metre line on the left hand side facing the posts, Third point: on the 15 metre line on the right hand side facing the posts

(vii) The referee will start the competition by calling the first player selected from the Team kicking first to the first kicking point. Once the Player has taken the kick, the referee calls a player from the opposing team to kick from the same point.

(viii) The next two players (one from each team) will kick from the second point in turn. This will continue until all five Players from each Team have kicked (the next players kicking respectively from the third point, first area and finally the second point), or until one team is unable to equal the score of the other team within the remaining number of kicks.

(ix) If there are an equal number of successful kicks once each team has completed its five kicks, the competition continues on a "sudden death" basis, following the same order of kickers used in the first five kicks.

(x) The competition will continue two kicks at a time (one from each side), going progressively through the three kicking areas stated above (and repeating the process if necessary) until one Player succeeds with a kick and the player from the other side taking the same kick misses it. Once this occurs, the team of the player who succeeded with the kick will be declared the winner. The same 5 players in rotation shall take each of these additional kicks.

Throughout the kicking competition:

(i) Once a player has been handed the ball by the referee on the kicking point, he must take the

kick within one minute. Should he take longer, the referee shall declare the kick void and therefore a miss.

(ii) After each kick, the referee records the number of the player and whether or not the attempt was successful. The Match Commissioner will record the same details on the official Match report.

(iii) Once a player has completed his kick, he shall return to stand with his team behind the halfway line in the side of the playing area not used.

## Appendix 1: ARC Acceptance Form:

Executed as a deed by:  
PARTICIPATING TEAM

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Participating Team Name

<hr/>	<hr/>
Team Manager	Witness

<hr/>	<hr/>
Print Name	Print Name

<hr/>	<hr/>
Date	Date

Executed as a Deed by  
Alberta Regional Competition

<hr/>	<hr/>
Commissioner's Signature	Date

<hr/>
Print Name

