

# **NATIONAL CAPITAL AMATEUR FOOTBALL ASSOCIATION**

## **(NCAFA)**

### **Territories and Player Residency Policy**

#### **Definitions**

1. The following terms have these meanings in this Policy:

- a) “*Days*” – Days irrespective of weekend and holidays.
- b) “*NCAFA Member*”- All categories of membership within NCAFA, as well as all individuals employed by or engaged in activities with NCAFA, including but not limited to, athletes, coaches, officials, volunteers, directors, officers, managers, administrators, spectators and parents of NCAFA members.
- c) “*Residence*,” “*reside*” and “*residing*” refers to a place of bonafide continuous habitation. A place of residence once established shall not be considered changed unless the parents, parent or guardian makes a bonafide change of residence.
- d) “*School attendance*” refers to the (place) physical location the player in question attends school during the traditional academic year. Once established, a location of school attendance shall not be considered changed unless the child is enrolled and attends another school or is no longer enrolled in the previous school.

#### **Application of this Policy**

- 2. This Policy applies to all NCAFA Members as defined in the Definitions section above.
- 3. All Club operations (i.e. practice fields, fundraising, etc.) must remain within that Club’s territory unless otherwise authorized by the NCAFA President or the Board of Governors.
- 4. Clubs shall not recruit players residing outside of their boundaries unless that territory is otherwise considered to be “open” for the playing season and level.
- 5. A players residency will be determined based on his/her place of residence as of July 1<sup>st</sup> of the current year.
- 6. If a player’s residence as determined below is located within a Club’s current boundaries, that player may play for that Club without being released.

#### **Player Eligibility**

- 7. The following criteria shall determine a person’s eligibility for a given team at all levels (Tyke through Midget):
  - a) age; and
  - b) place of principle residence which is determined by the Residency requirements below.

8. Clubs shall be responsible for taking all necessary steps to verify their player's ages and place of residence at the time that player is approaching a club or being recruited in activities organized by a club. Those players that reside outside of the club's territory are to be immediately directed to the club that operates within the territory that the player resides.
9. Players who are officially registered on a Post-Secondary and/or Junior team shall be prohibited from participating as a player on an NCAFA team during that season

### **Residency and School Attendance Eligibility Requirements**

10. Players must reside within their Club's current boundaries, except as allowed in this policy.
11. A player will be deemed to reside within the Club's boundaries if:
  - a) His/her parents/legal guardian are living together and are residing within such league boundaries, OR;
    1. Should the parents/legal guardians be living apart, the player's residence is the residence of the parent who has legal custody of the player. Should the parents have "joint" legal custody, the player's residence is the residence of the parent with whom the player usually resides. If the player lives equally with both parents, then residence will be determined by his initial registration with NCAFA.
    2. Residence shall be established and supported by any two of the documents listed below containing the full residence which includes parent(s) or guardian(s) name and street address including city and postal code
      - School Registration
      - Utility bill or cable/internet bill (cell phone bills are not accepted)
      - Parent or legal guardian's driver's license
      - Parent or legal guardian's vehicle insurance/registration
  3. If two documents from the list above cannot be provided, the Club Registrar must immediately notify the NCAFA Registrar who will, at his discretion, be able to request other documents to validate the player's residency.
  4. Any documents submitted as proof of residence must show customary usage or consumption to demonstrate bonafide continuous habitation as determined by NCAFA in its discretion.
  5. Players who change residences throughout the eligibility period with NCAFA must provide with their registration form documents as listed in clause 11.a).2 above.
  6. NCAFA reserves the right to investigate any registration at any time including during the season. Additional documents not listed above may be requested when the validity of a registration is questioned at the discretion of NCAFA.
  7. Players and their parents/guardians are advised that a false statement of residence or school attendance may lead to ineligibility to play for NCAFA.
  8. Any coach, manager or team member approaching or negotiating with a player residing outside

of their Club's boundaries, or with his parents, siblings or friends, in order to encourage obtaining his release, to invite him to a training camp or allow the player to participate in a training camp or practice, or to register commits tampering with the matter will be handled based on *NCAFA's Discipline and Complaints policy*.

## **Out of Territory Players**

### **12. Open-Area Players**

- a) Teams may register, without limitation, players who reside outside of all club territories or who reside within an area which has otherwise been declared open for that playing season by the NCAFA President
- b) If a player moves from a Club designated area into Open-Area, they have the one time right to sign with any Club they wish. An Open-area player, once signed by an NCAFA Club, now must consider this NCAFA Club is his/her Home Club. Future waivers must be granted by the President of the Home Club.

### **13. Other-Zone Players**

- a) A team may register a player who resides in another active team's territory only if that player has been released by the President of the player's home club. A release must be obtained before a player dresses, practices or participates in any team related activities with a team requiring the waiver.
- b) A player, once waived from his/her Home NCAFA Club, now must consider the new NCAFA Club as his/her 'new' Home Club. Future waivers must be granted by the President of the 'new' Home Club.

### **14. Grandfather Clauses**

- a) All players registered with the NCAFA with a given club in a given season shall have the option of registering with that same club during the following season without the need of a release. It should be noted that a player who does not register with the league for a period of one year shall lose "grandfather status" and their territorial rights will revert to the team of principal residence.
- b) Players who have registered or have been released to a team can continue to play for that team even if they have moved out of that territory.
- c) Once a player is released to another team, that player has the same rights and privileges as other players on the team he/she was released to, unless he/she breaks that right by returning to his/her original team. If the player decides he/she wants to play for another team other than the one released to, then he/she must be released from the "released to" team.

### **15. League-Directed Players**

- b) The Registrar, in consultation with the President, may direct that a player be assigned to the roster of any club irrespective of residence.
- c) League-Directed Cuts: Every team shall direct all released ("cut") players to clubs in their zone.

### **16. Players from Folded Teams**

- a) In the event a team folds for the season, all players registered at that time will be considered Open for said season.
- b) Players must be registered prior to the team notifying the NCAFA Registrar that they are folding to be eligible to register with another Club.
- c) Players under this provision must return to the Home Club the following season.
- d) Should a team fold for a second consecutive season, all players are considered to be in Open Territory and are no longer bound to return to their Home Club.

## **Registration**

- 17. All club affiliated personnel and players must be registered with the NCAFA (see Appendix “A” Player Registration Instructions)
- 18. A player must be registered in the NCAFA Online Registration System before they participate in any practice or game.
- 19. No player may participate in any regular season or playoff game until he/she has completed the NCAFA registration procedure and the team has received confirmation from the League Registrar that the player is valid. The Valid Players List provided by the League Registrar is the only official document confirming player eligibility.
- 20. Maximum and Minimum Players:
  - a) A maximum of 20 players may be registered on one team at Tyke if the Club has one team and 36 if they have 2 teams.
  - b) A maximum of 29 players may be registered on one team at Mosquito.
  - c) A maximum of 36 players may be registered on one team at Pee wee.
  - d) A maximum of 40 players may be registered on one team at Bantam.
  - e) Midget teams, may register up to 45 players.
  - f) Any Tyke team failing to register at least 12 players, Mosquito team failing to register 18 players and Pee wee and Bantam team failing to register at least 24 players by not later than the day previous to the first regular season game may be suspended from regular season play. Such suspended team may continue to play exhibition games at the discretion of the Executive Committee.
  - g) In order to ensure players who are released have the opportunity to find other Clubs to join before the season starts, all teams must ensure they are at or below the maximum roster levels indicated below. A player is deemed to be on the roster if their status in the NCAFA Online Registration System indicates they have made the team or they are listed in try-out.

- July 15 – Clubs need to be down to a maximum roster of 55 Midget, 45 Bantam, Pee-Wee and Mosquito and 40 Tyke players.

- August 1 – Clubs need to be down to a maximum roster of 50 Midget, 40 Bantam, Pee-Wee and Mosquito and 34 Tyke players.
- One week prior to the first regular season game – Clubs must be down to the maximum roster for all levels.

## 21. Proof-of-Age

- b) In the first year that a player is registered with the NCAFA, that player must present proof-of-age. The player will not be required to provide proof-of-age in subsequent years, so long as play within the league has been continuous.
- c) The following are accepted proof of age documents; a birth certificate, baptismal certificate, passport, provincial health card, citizenship card, driver's license, legal affidavit or letter from the players school (on original letterhead specifying birth date and current age of player as of the date of the letter).

## Release of Players

22. Once registered with the NCAFA, a player may be de-registered and another player registered in his/her place only if ALL of these conditions are met:

- a) the player has quit or must miss the entire season due to injury or illness, AND
- b) the player has not yet participated in any regularly scheduled games, AND
- c) the request is made before the end of the registration period

23. Notwithstanding this, in the event of a player injury that occurs after a player has played in a regular season game the player may be de-registered and another player registered in his/her place provided ALL of these conditions are met:

- a) The player has not participated in more than 2 regular season games AND
- b) Proof is provided to the League Registrar that the player cannot participate in any further games during the current season due to the injury AND
- c) Approval is given by the Executive Committee AND
- d) The request is made before the end of the registration period.

## Ineligible Players

24. Team managers and coaches as well as the Club President shall be responsible for ensuring the eligibility of the players on their team.

25. When a Club President has evidence that any team has used an ineligible player, he or she shall notify the President of the NCAFA in writing within the prescribed timelines of the *NCAFA Discipline and Complaints Policy*. The President, Vice-Presidents and Registrar, after appropriate investigation, shall decide on that player eligibility. In the event that the player is deemed ineligible, the matter will be handled through *NCAFA's Discipline and Complaints Policy* which will investigate the circumstances, make a decision and apply penalties as deemed appropriate.