



RINGETTE NEW BRUNSWICK HIGH PERFORMANCE PROGRAM

R2025-09

ATHLETE ABSENCE AND EXEMPTION POLICY

1. Reference

- 1.1. [RNB Athlete Absence and Injury Form](#)
- 1.2. RNB Appeal Policy
- 1.3. RNB Confidentiality Policy

2. Purpose

- 2.1. The purpose of this Policy is to outline the process for requesting an exemption from mandatory Ringette New Brunswick (RNB) High Performance (HP) events due to injury, illness, or other extenuating circumstances. This Policy is intended to ensure transparency and fairness in team selection while maintaining high standards of participation.

3. Scope

- 3.1. This Policy applies to all athletes involved in or seeking selection to any RNB HP Programs, including but not limited to Canada Winter Games.

4. General Provisions

- 4.1. Exemptions will be considered on a case-by-case basis.
- 4.2. RNB retains the right to approve or deny exemption requests and make decisions regarding continued program eligibility or selection.
- 4.3. A calendar of mandatory events and tryouts for each HP Program will be published and distributed to all athletes at the beginning of each season. This ensures athletes are aware of their commitments upfront.
- 4.4. Athletes must submit the RNB Athlete Absence and Injury Form as soon as they become aware of a conflict, illness, or injury, in accordance with Section 6.2.
- 4.5. Approval of an exemption request does not guarantee an athlete's selection to, or continued participation in, the HP Program.
- 4.6. The review panel's written decision will outline the methods by which the athlete will be evaluated going forward. These may include:
 - 4.6.1. Assessment of performance in prior HP Program events;
 - 4.6.2. Consideration of past performance records and coach evaluations;
 - 4.6.3. Invitation to participate in a future evaluation camp, if feasible.



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5. Injury or Medical-Related Exemptions

5.1. Process

- 5.1.1. Athletes must submit an RNB Athlete Absence and Injury Form and a medical note at least 21 days prior to the start of the event.
 - 5.1.1.1. A medical note from a qualified practitioner should include:
 - i. A general description of the injury or illness.
 - ii. Any limitations on physical activity.
 - iii. An estimated timeline for a safe return to on-ice and off-ice activities.
- 5.1.2. If the injury occurs less than 21 days before the event, the form and medical note must be submitted within 48 hours of the injury.
- 5.1.3. For long-term or chronic injuries, the medical documentation must support continued involvement and be submitted 21 days before the event in question.

5.2. Review Panel

- 5.2.1. The request will be reviewed by a panel appointed by RNB's Executive Director consisting of:
 - 5.2.1.1. RNB Board Member
 - 5.2.1.2. HP Coordinator
 - 5.2.1.3. Director of Coaching
- 5.2.2. The panel's written decision will outline:
 - 5.2.2.1. Whether the exemption is approved
 - 5.2.2.2. Any follow-up actions required
- 5.2.3. The decision is subject to the **RNB Appeal Policy**.

6. Extenuating Circumstances (Non-Medical) Exemptions

6.1. Acceptable Grounds

- 6.1.1. These may include:
 - 6.1.1.1. Family emergency
 - 6.1.1.2. Academic obligations (with documentation): mandatory, credit-bearing activities that cannot be rescheduled, such as final exams or provincially mandated standardized tests.
 - 6.1.1.3. Conflicts with other sanctioned sport events, such as national team identification camps, selection camps, or competitions, but generally not for club-level or non-ringette-sanctioned events.
 - 6.1.1.4. Other unforeseen events, at the panel's discretion



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6.2. Process

- 6.2.1. Submit an RNB Athlete Absence and Injury Form no later than 21 days before the event.
- 6.2.2. If the situation arises less than 21 days prior, the request must be submitted within 48 hours of learning about the conflict.
- 6.2.3. Requests must include supporting documentation (e.g., school letter).
- 6.2.4. Incomplete submissions will not be considered.

6.3. Review Panel

- 6.3.1. The panel will include:
 - 6.3.1.1. The Head Coach
 - 6.3.1.2. HP Coordinator
 - 6.3.1.3. Director of Coaching
- 6.3.2. The panel may consult with the athlete, family, and program staff as needed.
 - 6.3.2.1. The decision and next steps will be communicated in writing.
- 6.3.3. Appeals must follow the **RNB Appeal Policy**.

7. Expectations for Injured or Sick Athletes

- 7.1. Injured athletes are encouraged to attend training sessions in a modified capacity, if appropriate.
- 7.2. Athletes must exercise good judgment and prioritize their health.
- 7.3. All absences must still be reported using the RNB Athlete Absence and Injury Form.
- 7.4. Open communication with the coaching staff is encouraged.
- 7.5. Prior to returning to play, athletes who receive a medical exemption should provide a note from a medical professional confirming they are cleared to resume full participation in all team activities.

8. Late Requests

- 8.1. Requests made after the 21-day deadline must include a written explanation for the delay.
- 8.2. The Executive Director has sole discretion to accept or reject late requests.

9. Confidentiality

- 9.1. All exemption requests will be handled confidentially, in accordance with the **RNB Confidentiality Policy**. Only those involved in the decision-making process will have access to the information submitted.



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The publication of Ringette New Brunswick policies will be in the English and French languages. In the case of conflicting interpretations, the English version will prevail.