

Bonnyville Amateur Football Association

2025 Policy Manual



BAFA Policy Manual

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Bonnyville Amateur Football Association

Revision Date: March 6, 2025

Policy 1 : Teams and Coaches

Bonnyville Voyageurs – High School

- Open to high school students in grades 10 – 12 from NDHS, BCHS, EDBL, Kehewin, Glendon, and home school.
- Follow rules laid out by the Alberta Schools Athletic Association.

Bonnyville Bandits - U16

- Primarily open to children ages 13 – 15; grades 7 – 9
- Follow Football Alberta's Bantam Football guidelines

Bonnyville Renegades - U13

- Primarily open to children ages 11 – 12
- Follow Football Alberta's PEE WEE Football guidelines

Bonnyville Flag Football - U11

- Primarily open to children ages 8 – 10

Head Coaches

- Head Coaches to be appointed annually by the elected executive for all four teams listed above.
 - *Head Coaches to be appointed annually by the elected executive for the U16, U13, and U11 teams listed above.*
 - *Head Coach of the Voyageurs is by the approval of the principal of the 'primary" high school determined by their ASAA registration. The current primary school is Notre Dame High School. If a change to the current head coach of the Voyageurs is requested by BAFA, a majority vote is required by the 5 elected executives. The results of that vote will be presented to the principal of the primary high school for their approval.*
- Applications for head coaches are to be submitted in writing.

Team Manager

- The team manager will be appointed annually by the head coach. The manager and the head coach should/can be separate people.

Assistant Coaches

- Assistant coaches are to be appointed by the head coach
- Offensive and defensive coordinators are to be appointed by the head coach. The head coach can fill these roles.

Bonnyville Amateur Football Association

Revision Date: March 9, 2025

Policy 2 : Player and Coaches Clothing

Player Clothing

- Each head coach will be responsible for ensuring that player items are purchased and distributed to players. This can be delegated to the managers.

Bonnyville Voyageurs – High School

- Teams have a budget of \$50 per player, per year, to spend on player items of their choice. Hats, t-shirts, hoodies, etc.
- The full amount of ‘player items’ will be included in the player fee.

Bonnyville Bandits - U16

- Teams have a budget of \$50 per player, per year, to spend on player items of their choice. Hats, t-shirts, hoodies, etc.
- The full amount of ‘player items’ will be included in the player fee.

Bonnyville Renegades - U13

- Teams have a budget of \$25 per player, per year, to spend on player items of their choice. Hats, t-shirts, hoodies, etc.
- The full amount of ‘player items’ will be included in the player fee.

Bonnyville Flag Football - U11

- Each registered player will get a long sleeve shirt with the BAFA logo on it. These will be available in the different BAFA colors to separate the kids into teams within the flag football.
- Each registered player will be issued a small CFL replica football to build their skills at home

Coaches Clothing

- Teams have a budget of \$250 (or less) per coach, per year, to spend on coaches items of their choice. Hats, t-shirts, hoodies, etc. This amount needs to be included in their player fees.
- Each team is responsible for their own designs and ordering.

BAFA Team Colors

- We will be following the Blue, White, Red and gray color scheme of the New England patriots. All Teamware and fanwear will be in these colors.

Bonnyville Amateur Football Association

Revision Date: March 9, 2025

Policy 3 : Fanware

- At the beginning of the fall season, fanware orders will be made available to the parents and others who would like to purchase them.
- Fanware will be made available on at least a cost recovery basis, and will be available for the Renegades, Bandits and Voyageurs teams. All fanwear will be in the Bafa team colors which follows the New England Patriots color scheme.
- The BAFA executive will appoint a fanwear coordinator each season, who will be responsible for the selection of the vendor to provide the fanwear, and oversee the ordering of the fanwear, subject to the approval of the head coaches.

Bonnyville Amateur Football Association

Revision Date: March 18, 2025

Policy 4 : Sponsorships

All sponsorships should be in writing detailing the term and amount of the sponsorship.

Field Sponsorship

- Cost per season for the length that the turf is in use.
 - **10 year contracts**
 - Endzone: \$7 500 / year
 - Centre Field: \$5000 / year
 - Hashmarks: \$4000 / year
- Sponsorship dollars to be sent to the Catholic School board and held in trust for future turf replacement

Score Tower Sponsorship

- \$5000 per season for the North Side
- \$5000 per season for the South Side
- \$3000 per season for the West Side

Concession Building Sponsorship (see attached)

- North/South Side
 - \$7000 - 3 years
 - \$10 000 - 5 years
- East Side
 - \$10 000 - 3 years
 - \$15 000 - 5 years

Sandwich Board Sponsorships

- \$750 per season
- To be placed on the track during each home game

Helmet Sponsorships

- *\$3500 per season for a 5 year term.*
- *Stickers to be placed on all the helmets*

BAFA
Bonnyville Amateur Football Association
Box 7507
Bonnyville, AB
T9N 2H8
www.bonnyvillefootball.com
Email: bonnyvillefootball@gmail.com



Advertising Billboard Contract - Concession

This agreement is between BAFA (Bonnyville Amateur Football Association) and the Advertising Customer (as indicated in the Advertising Customer name field on page 2 of this contract. It is for an advertising billboard located on the Back/East OR the North/South side of the Announcing Tower located at Ray Scott Athletic Park - 4810 46 Street in Bonnyville.

The advertising billboards are made of a vinyl laminate printed in full colour on one side. BAFA will subcontract with Sign Solution of Bonnyville to fabricate the graphics and install the billboards. BAFA charges a one-time fee of \$3000 for the fabrication and installation of the billboard. This payment is due prior to the billboard being fabricated. The advertising customer will need to furnish a digital art graphic so Sign Solutions can create the digital proof of the billboard. The advertising customer will need to sign off on the final graphic proof before the billboard will be fabricated. Fabrication and installation of the billboard will take approximately (2) or (3) weeks to complete.

The balance of the agreement is due within 15 days of final approval of artwork. All payments are paid directly to BAFA. When full payment has been received the billboard will be installed at the designated location.

Prices are subject to change at contract renewal time. BAFA will send out a contract renewal at the end of this contract term. If this advertising customer fails to renew this contract within 1 month of the agreement end date, BAFA reserves the right to remove the billboard at the end of the term.

The Back/East or North/South location terms of this Advertising Contract are as selected below:

Mounting Location and Term of Advertising Billboard (Check One)		
North Side Concession	East Side Concession	South Side Concession
<input type="checkbox"/> \$7 000 for 3 Years	<input type="checkbox"/> \$10 000 for 3 Years	<input type="checkbox"/> \$7 000 for 3 Years
<input type="checkbox"/> \$10 000 for 5 Years	<input type="checkbox"/> \$15 000 for 5 Years	<input type="checkbox"/> \$10 000 for 5 Years

Fabrication		Amount	Total Amount Due
Fabrication Fee		\$3000	\$3000
Advertising Location	# of Years	See Pricing Above	
North Side of Concession			
East Side of Concession			
South Side of Concession			
		Grand Total:	

Advertising Customer/Company Name: _____

Billing Address: _____

Phone: _____

Email: _____

Contact Person: _____

Signature

Date

Print Name

Title

Please make your check payable to BAFA and mail it along with this form to:

BAFA
PO Box 7507
Bonnyville, AB
T9N 2H8

A signed contract can be scanned and emailed to bonnyvillefootball@gmail.com

Bonnyville Amateur Football Association

Revision Date: March 18, 2025

Policy 5 : Scholarships

Scott MacDonald Scholarship

- 20% of Scott MacDonald Fundraising is to be set aside for scholarship distribution.
- 4 scholarships of \$700 each are available.
- Unused scholarship amounts will be carried over to future years.
- Applicants must have played with the Voyageurs in their grade 12 year.
- Preference is given to applicants who play 3 full years with the Voyageurs.
- Applicants must either be attending a post secondary program (college, technical, or university), playing junior football, or playing university football.
- Applications are sent out to eligible players at the end of May.
- Applications are due July 15.
- Applications are reviewed by the scholarship committee (BAFA executive + Voyageurs head coach) prior to scholarships being awarded.



Bonnyville Amateur Football Association
Scott MacDonald Memorial Scholarship
202?



The Bonnyville Amateur Football Association will again offer \$700 scholarships in honor of Scott MacDonald. This year 4 scholarships are available.

- The scholarships are available for the fall of the upcoming school/football year.
- Scholarships will be awarded and apply to any accredited post-secondary educational institution or junior football program.
- Eligible applicants include any grade twelve graduate who was a member of the Bonnyville Voyageurs in their grade 12 year.
- The applicant, together with a parent or guardian, **may** be requested to attend an interview with the scholarship committee (BAFA executive).
- The decision of the scholarship committee will be final.
- While the applicant's Grade XII High School Transcript will be taken into consideration, scholastic achievement will not necessarily be the determining factor in the awarding of the scholarships.
- Factors such as leadership, character, community activities, etc., as well as the financial need of the applicant.
- Letters of reference should be mailed separately by the writers thereof to the above address no later than July 15.
- The funds will be forwarded to the successful applicant upon receipt of proof of registration in an approved post-secondary educational institution or confirmation of acceptance to a Canadian junior football program.

Application forms properly completed, together with a copy of current report card, must be mailed or emailed on or before July 15 of the year in which the application is made to:

Scott MacDonald Scholarship
 Box 7507
 Bonnyville, AB
 T9N 2H8



Bonnyville Amateur Football Association
Scott MacDonald Memorial Scholarship
Application 202?



Name: _____

Address: _____

Phone #: _____

School being attended in the fall: _____

Football program participation in the fall: _____

Current grade 12 average: _____ %

Other community/volunteer activities (use a separate sheet if necessary):

Date: _____

Player Signature: _____

I am the _____ of this applicant and I hereby approve
(Father, Mother, Guardian)

the above application for scholarship. If requested, I am willing to appear for an interview with the Education Awards Committee.

Signature of Parent/Guardian: _____

NOTE:

1. The completed application together with a current grade 12 report card **must** be mailed **on or before** **June 15** to:

Scott MacDonald Scholarship Box 7507 Bonnyville, AB T9N 2H8	OR EMAIL	bonnyvillefootball@gmail.com
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2. Letters of reference should be sent separately by the writers no later than the above date.
3. An applicant may submit, on a separate sheet, any additional information not specified here in support of their application.

Bonnyville Amateur Football Association

Revision Date: March 9, 2025

Policy 6 : Casino and Raffles

Casino

- A casino is to be held approximately every 18 months at the Rivers Casino in Fort McMurray . The actual dates will be determined by scheduling through AGLC.
- The casino will cover eligible expenses, as per AGLC guidelines. These include but are not limited to: Equipment Costs, Facility expenses and Transportation costs.

Raffles

- Raffles can be held as required by BAFA for general equipment and facility costs. Teams can also conduct raffles through BAFA's AGLC account to help cover team specific costs such as transportation to keep player registration costs down
- All raffles will be conducted in accordance with AGLC Guidelines.

Policy 7 : League Meetings

- The Head Coaches of each team are responsible to attend League Meetings, and ensure that League fees are paid.
- Minutes of the meetings are to be filed to the google drive on bonnyvillefootball@gmail.com for future reference.

Bonnyville Amateur Football Association

Revision Date: March 18, 2025

Policy 8 : Insurance

Minor Football

- Minor Football covers the U16 Bandits, U13 Renegades and U11 flag football.
- Player and coach Insurance will be covered by Football Alberta, in accordance with their current rates. Football Alberta has access to our registration information through the Ramp Registration Online system which ensures that everyone is insured.
- Coaching staff will be registered in Ramp and be insured through football Alberta
- Details on insurance can be found at <https://footballalberta.ab.ca/>

High School Football

- Player and coaches insurance will be covered through the students insurance with their respective high Schools.
- The Head Coach and the team Manager are responsible to ensure insurance covers everyone playing for the Voyageurs.

Policy 9 : Change Rooms and Equipment

Change rooms

- Change rooms are to be kept clean and tidy by the teams that are using them
- The Voyageurs will be using the West changeroom, the Bandits and Renegades will share the East Changeroom.
- The media room, and the girls change room will be shared between all the teams.

Equipment

- Equipment rooms are to be kept clean and tidy by the teams that are using them.
- Equipment orders will be completed by BAFA whenever necessary. Equipment inventories will be maintained to ensure enough equipment is available for players.
- Helmet inventories need to be reviewed regularly, as they have 10 year lifespans.

Bonnyville Amateur Football Association

Revision Date: January 2, 2025

Policy 10 : Consent to Play

1. I hereby certify that I am the parent or legal guardian of this registrant and that I give my consent for them to play football.
2. The information we have provided on this application is correct.
3. We assume responsibility for the football equipment that has been borrowed. We realized that it will cost up to \$1200 to replace a lost set of equipment. We agree to replace any equipment that has been lost, stolen, or misused.
4. We expect that team authorities will exercise reasonable precaution to avoid injury. However, we understand that injuries can and do occur during contact sports practices and games.
5. Players and coaches have insurance through Football Alberta. This insurance covers the team officials for liability as well as players for any costs that Alberta healthcare or secondary insurance does not cover. Complete FB Alberta insurance information can be found [HERE](#). Insurance claims must follow the procedure
 - a. Alberta Health Care (first to phone and claim) - If Alberta Health Care does not cover then call;
 - b. Blue Cross (second to phone and claim if you have this plan) - If Blue Cross does not cover everything then call;
 - c. Parents Employer health Plan (third to phone and claim) - If parents employer health plan does not cover or covers only a portion then call;
 - d. Football Alberta (our plan will cover the approved claim or balance owing from another plan)
 - e. Football AB Accident Claim Form may be downloaded from our website. Call our office for the policy number.
 - i. Notify Football Alberta of any claims (name & injury of player) being submitted as well as following the instructions sheet and athletic accident claim form.
 - ii. All information must be filled out and sent to the address on the claim form as well as a copy to Football Alberta. **You must ask Football Alberta for the Group Policy Number in order to file.**
 - iii. **AMBULANCE:** If one of your players requires an ambulance, make sure you get that player the claim form with instructions in case the parents do not have proper coverage.
 - iv. Insurance is not valid unless player, coach, other personel's name is listed on team registration form on file in our office.
6. We agree to immediately notify the head coach of any and all injuries.

PLAYER'S NAME: _____ (PRINT NAME) _____ (SIGNATURE)

PARENT/GUARDIAN NAME: _____ (PRINT NAME) _____ (SIGNATURE)



400, 200 Wellington Street West
Toronto, ON M5V 3C7
Fax 416-601-1150
Email: claims@markelintl.ca

ALLSPORT ATHLETIC ACCIDENT CLAIM FORM

SECTION I (please print)		
Last Name of Claimant	First Name	Birth Date
Mailing Address		
City	Province	Postal Code
If a Minor, Name of Parent		
Home Phone ()	Business Phone ()	

SECTION II	
Date of Accident	Hour a.m. / p.m. (circle one)
Location of Accident	
What is the injury?	
Date of First Treatment	
Name of Hospital taken to	
Date of Admittance	Hour a.m. / p.m. (circle one)
Date of Discharge	Name of Attending Physician or Dentist

SECTION III Describe fully how the accident happened.

SECTION IV (your sport accident policy is an excess accident benefits policy; proof of exhausting all other insurance must accompany your expenses) What medical coverage do you have through your/spouse/parent employment?				
Name of Employer		Name of Insurer		
Address of Employer		Address of Insurer		
City	Prov.	Postal Code	Policy No.	Certificate Number

SECTION V	
I hereby certify that all the information provided above is correct.	
Claimant's / Guardian's Signature	Date

Send completed form along with any invoices for expenses you incurred to -

By mail:

Markel Canada Limited
400, 200 Wellington St W, Toronto, ON M5V 3C7

By fax:

416-601-1150

By email:

claims@markelintl.ca

Please call your Insurance Broker if you have any questions regarding this form. Instructions are on the reverse side. If you do not have invoices at this time, please forward the form only to confirm that you intend to make a claim.

CERTIFICATION OF ASSOCIATION OR CLUB EXECUTIVE	
Do not complete this section yourself; have your Club or League President, Coach or Manager complete this section.	
Name of Team	League or Association
Accident Policy No.	Type of Sport
Was the above player registered at the time of the injury? Yes/No (circle one)	
Was the player injured while taking part in an authorized activity? Yes/No (circle one)	
Name	Position with Club
Telephone No.	Signature

Bonnyville Amateur Football Association

Revision Date: October 30, 2024

Policy 11 : Social Media Code of Conduct

The purpose of this policy is to inform players and parents of the Bonnyville Amateur Football Association (BAFA; Association) of BAFA's expectations in the use of social media.

There is the need to be mindful of behaviour that can impact on players, members and supporters and the reputation of the Association.

For the purpose of this policy, 'social media' and relevant information technology includes the transmission of text and images by, but not limited to, Facebook, Team App, Twitter, Flickr, Wikipedia, YouTube and internet sites.

This policy relates to the dissemination of information and images on the Association's social media sites as well as on sites used by its players, members and supporters.

BAFA recognizes that social media is an effective means of communication within our Association community.

Please remember that some of our younger players are also users of social media, and as such we expect all posts and comments to be appropriate to our audience.

DO NOT post material that is negative, offensive, obscene, defamatory, threatening, harassing, bullying, discriminatory, hateful, racist, sexist, infringes copyright, constitutes a contempt of court, breaches a court suppression order, is otherwise unlawful or likely to bring the Association, its players, members or supporters into disrepute.

The Association's social media is not to be used for promotion of any business, other than our paid sponsors, or otherwise endorsed by the Association.

The Association's social media is not to be used for complaints or negative comments. If you have an issue or question, please contact in person, by telephone or by email the appropriate person prior to posting on social media. Often your first point of contact will be your Team Representative, or a member of the Association executive. Please remember that all of our team representatives, coaches, and executive are volunteers who have their own family and work commitments and may not be able to respond to you immediately.

Uploading of photographs to the Association's social media is permitted. If you are uploading multiple pictures, please use the albums on the page so members can easily identify relevant teams.

If you see a photo of yourself or of your child on the Association's social media, which you wish to be removed, please post a comment on the photo politely requesting its removal, or contact our Association secretary.

Please be mindful of posting photos of other people's children, and please do not share publicly photos of other people's children without parental permission.

BAFA and the administrators of its social media sites reserve the right to;

- Remove any content which is deemed to breach this policy.
- Remove any person who is deemed to have breached this policy.

This policy is subject to review and may be altered by the Association Executive. Any changes to this policy will be announced via the Association's communications and members may be requested to be signatories to amendments.

By registering our child with BAFA we agree to abide by these principles. We will ensure that our child understands the expected behaviour of a BAFA member player including the use of social media. We support BAFA in its undertakings and encourage BAFA to take any necessary actions as described in this policy.

PLAYER'S NAME: _____
(PRINT NAME) (SIGNATURE)

PARENT/GUARDIAN
NAME: _____
(PRINT NAME) (SIGNATURE)

Bonnyville Amateur Football Association

Revision Date: March 9, 2025

Policy 12 : Players code of Conduct

(U13 & U16)

PLAYER CODE OF CONDUCT

Players are expected to:

- Commit themselves fully to the program.
- Dedicate themselves to the goals and best interests of the team
- Show respect for fellow athletes, coaches and officials
- Respect the decisions of the coaching staff
- Positively communicate with the coaches.
- Be on time, pay attention and be prepared to practice and play
- Turn in required paperwork and pay fees by the given deadlines.
- Behave and dress in a fashion that reflects positively on the program, the team and themselves.
- Wear team uniforms or apparel whenever directed by the coaching staff
- Communicate absences in a timely fashion to the Head Coach (Players that have unexcused absences will have their playing time eliminated or they will be dismissed.)
- Show respect for other people and property (athletes, coaches, officials, sponsors, equipment, etc.)
- Refrain from use of foul language, from bullying, from stealing, from drinking alcohol, from using, encouraging the use of, or distributing illegal substances.

(High School)

PLAYER CODE OF CONDUCT

Players are expected to:

- Follow the U13 and U16 code of conduct.
- Attend all classes and observe all school rules.
- Respect the requirements and expectations of their respective school.

Parent Signature: _____ Date: _____

Player Signature: _____ Date: _____

Bonnyville Amateur Football Association

Revision Date: March 9, 2025

Policy 13 : Coaches code of Conduct



NCCP Code of Ethics



Ethical Principles and Their Corresponding Behaviours/Expectations

Principle	Standards of Behaviour Expected of Coaches
Physical safety and health of athletes	Ensure that training or competition site is safe at all times
	Be prepared to act quickly and appropriately in case of emergency
	Avoid placing athletes in situations presenting unnecessary risk or that are beyond their level
	Strive to preserve the present and future health and well-being of athletes
Coaching responsibly	Make wise use of the authority of the position and make decisions in the interest of athletes
	Foster self-esteem among athletes
	Avoid deriving personal advantage for a situation or decision
	Know one's limitations in terms of knowledge and skills when making decisions, giving instructions or taking action
	Honour commitments, word given, and agreed objectives
	Maintain confidentiality and privacy of personal information and use it appropriately
Integrity in relations with others	Avoid situations that may affect objectivity or impartiality of coaching duties
	Abstain from all behaviours considered to be harassment or inappropriate relations with an athlete
	Always ensure decisions are taken equitably
Respect	Ensure that everyone is treated equally, regardless of age, ancestry, colour, race, citizenship, ethnic origin, place of origin, language, creed, religion, athletic potential, disability, family status, marital status, gender identity, gender expression, sex, and sexual orientation
	Preserve the dignity of each person in interacting with others
	Respect the principles, rules, and policies in force
Honouring sport	Strictly observe and ensure observance of all regulations
	Aim to compete fairly
	Maintain dignity in all circumstances and exercise self-control
	Respect officials and accept their decisions without questioning their integrity

By choosing to coach I agree to adhere to the framework of behavior as laid out in the NCCP Code of Ethics.

Coach: _____

Date: _____

Bonnyville Amateur Football Association

Revision Date: March 9, 2025

Policy 14 : Parents code of Conduct

Parents are expected to:

- **Observe the 24 HOUR RULE: We ask that any questions or concerns about a game/situation wait until 24 hours after, so that cooler heads prevail and you've had time to reflect and think about your concern. This will allow for a better and clearer dialog.**
- **Not undermine the authority of the coaches and staff to make decisions with respect to practice and play through comments made publicly, to players or to other team parents.**
- **Not verbally abuse or threaten any team personnel or association executive. There is zero tolerance for this type of behavior.**
- Support their child as they enter, participate in, and exit from the sport.
- Be mindful of the team and league's best interests.
- Ensure that players are able to meet the expectations of the sport by making sure that they are prepared and on time to practice and to play.
- Monitor your own expectations of your child's performance and progress; realizing that athletes who feel they cannot meet their parents' expectations may quickly lose motivation.
- Turn in required paperwork and pay fees by the given deadlines.
- Commit to the specified fundraising activities that form part of the overall program.
- Respect the rules of the practice and playing facilities regarding parking, smoking, drinking alcohol etc.
- Not interfere or yell instructions to the players, coaches and officials during the games or practices.
- Accept a mistake made by a player, coach or an official without yelling at them.
- Respect that no parent is allowed on the practice field at any time without permission of the Head Coach or the coaching staff.

Parent Signature: _____ Date: _____

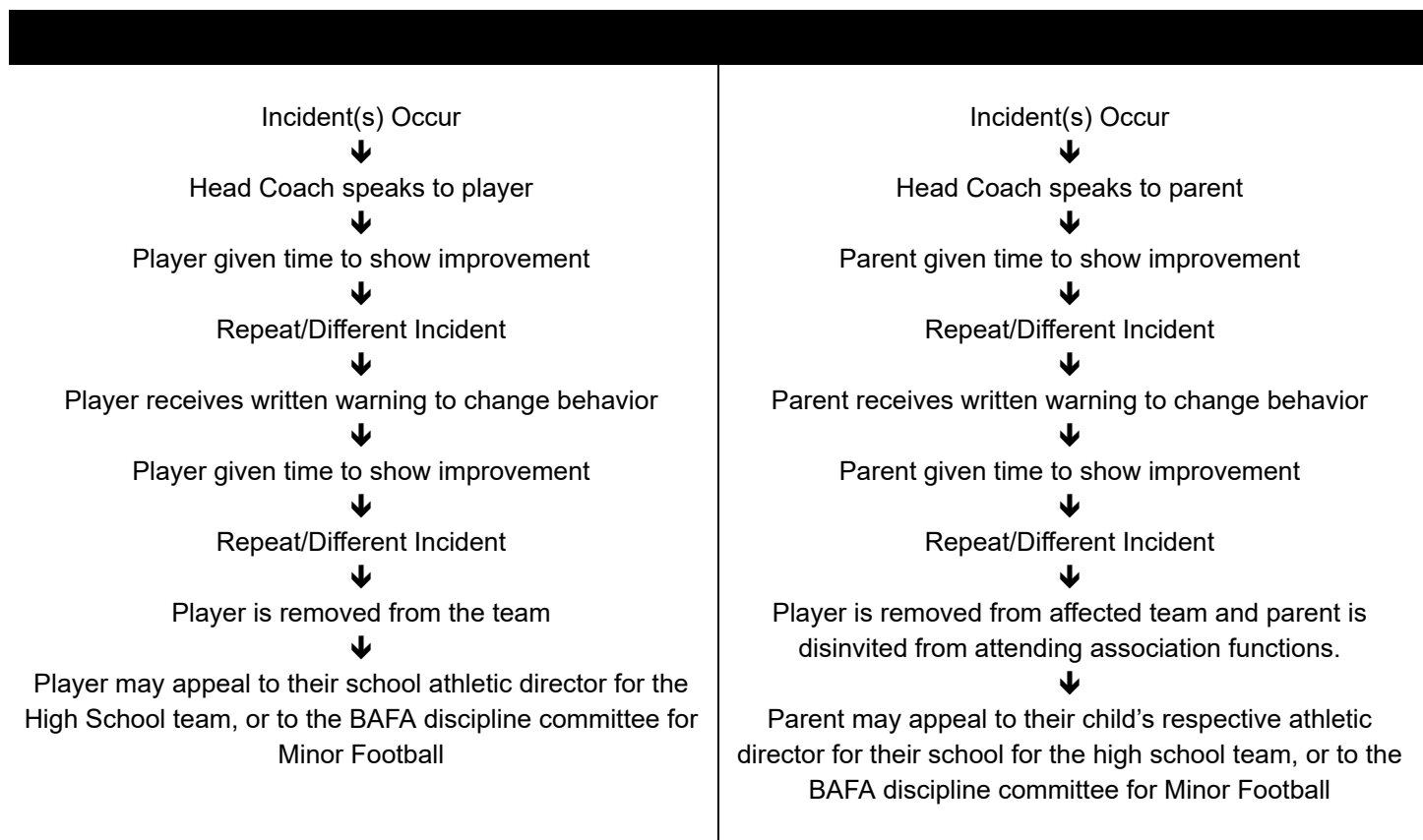
Player Signature: _____ Date: _____

Bonnyville Amateur Football Association

Revision Date: March 9, 2025

Policy 15 : Code of Conduct Action Flowchart

- The head coach or manager of each team should log infractions of the code of contact.
- In the event of a serious infraction or as a result of multiple infractions the following steps may be taken.
- This process reflects the connection that the high school team maintains with the school and as a school – not community – based team.



**** Due to the Voyageurs being a school based team, player appeals must be made to the school athletic director and school principal. Parent issues will be referred to the school as well as the association.**

BAFA Discipline Committee

The President of the Association will appoint a Discipline Committee to consider discipline matters within the Association. The Discipline Committee may consist of President and/or Vice-President, an appointed member of the Executive and a member at large.

The Discipline Committee shall have the power to uphold the removal of any player, coach, manager, team official, member or individual for any breach of the bylaws, policies or procedures of the Association or for any conduct determined to be improper or unbecoming by a majority of the Discipline Committee.

The Discipline Committee will only meet after the process outlined above has been followed and a player or parent has filed an appeal.

Appeals

- a) Written notice of any appeal must be given to the president of the association within seven (7) days of the date on which the penalized party is notified of any penalty imposed.
- b) Any appeal by a player younger than sixteen (16) years of age may only be made by that player's parent or legal guardian on behalf of the suspended player.
- c) The party whose conduct is being appealed shall be notified of any hearing being held to consider his appeal and shall have a right to attend such hearing.

Bonnyville Amateur Football Association

Revision Date: March 9, 2025

Policy 16 : BAFA Officers

BAFA officers are included below. The elected executive can create new officers positions as required, in accordance with the current bylaws. These positions can be filled by the elected executive, or appointed to BAFA members by the executive. Each of the officers can be assigned additional duties as required by the executive.

Scott MacDonald Day Coordinator

- Responsible to ensure all teams schedule a game for our triple header, which is tentatively scheduled for the third Saturday of September.
- Responsible to schedule all activities planned for that day.

Concession Coordinator

- Ensure that inventories are maintained for home games throughout the season.
- Ensure that volunteers are scheduled to work for home games.
- Ensure that the concession is available for the schools to use during the track meets.

Registration Coordinator

- Work with the Head Coaches to ensure that all players are registered, with waivers signed
- All registrations will be completed through the RAMP online system

Officials Coordinator

- Ensure that officials are ready for each home game

Website / Social Media Coordinator

- Ensure that the Bonnyvillefootball.com website is updated regularly.
- Maintain a presence on the BAFA social media accounts

Casino Coordinator

- Ensure that all paper work is completed with AGLC to maintain good standing with AGLC
- Ensure enough volunteers are available to work the casino

Head Coaches and Managers

- Ensure the day to to day operation of the team.
- Work with the league reps to schedule games

Facility Coordinator

- Ensure that the facility is maintained and kept clean.
- Work with other community groups in regards to scheduling of the facility.