

The purpose of this document is to describe the requirements to purchase insurance as well as to enter teams for ORSA tournaments/ playdowns. All the documents or links to them are on the ORSA website. (UPDATED 2023-02-07)

NOTE: THE NEW SOFTBALL ONTARIO REGISTRATION SYSTEM TO PURCHASE INSURANCE WILL NOT BE IN PLACE FOR THE 2023 ORSA SEASON. AS A RESULT, WE WILL USE THE SAME FORMS ETC AS IN 2022.

All the forms, booklets etc are available on the ORSA website.

TO PURCHASE INSURANCE THE FOLLOWING ARE REQUIRED:

1. **Rowan's Law (applies to all teams, associations, executive):**
 - **Players/parents:** every player/parent for players under 18, coach/team official, executive to read age-appropriate Rowan's Law booklet and sign the code of conduct (for Athletes/Parents or Coaches etc.) This is for all teams and is to be completed before accepting a player's registration. These "signed" codes of conduct to be kept by local association or league depending how league plans to handle.
2. **"ORSA Concussion Acknowledgment form":** For all teams (including insurance only). Their association president (or if standalone teams, manager) to complete for their association. Electronic signature acknowledgement.
3. **"ORSA TEAM INSURANCE APPLICATION FORM":** For all associations wishing to purchase insurance.
4. **"ORSA Roster for purchasing insurance":** For each centre (or standalone team, or league executive) purchasing insurance, paste or type in player, coach, executive info on this spreadsheet (including Rowan's Law compliance). New players may be added later to spreadsheet and then resend spreadsheet.

TO REGISTER A TEAM FOR ORSA PROVINCIALS:

"ORSA Roster to enter playdowns, tournament": For each team teams entering ORSA Provincials, paste or type in player/coach info on this spreadsheet (including Rowan's Law compliance). Roster to be emailed to League secretary (or Carl if there is non), then checked for birthdate proof, required releases, special permissions, approved (Hopefully league secretary and Carl can do electronically) and then emailed to Carl. **DON'T FORGET THE REQUIREMENT FOR COACHES, PARENTS TO TAKE RESPECT IN SPORT AND ALL COACHES TO TAKE FOCS 1 AND 2.**

The link to access respect on sport: [Respect in Sport \(softball.ca\)](https://softball.ca/respect-in-sport)

The link to access FOCS courses: [Foundations of Coaching Softball](https://softball.ca/focs)

For FOCS: (Note that the FOCS courses are minimum requirement/entry level courses If the coach already has taken Community Softball Clinic or higher, these are not required)

NOTE:

- All of these forms should be emailed to Carl Littlejohns at clittlejohnsorsa@live.ca, with a copy to Andy Triest at (tootalltriest@hotmail.com),
- In order to better keep track of documents, please save the files you are sending to Carl with your league/association/team name in the filename, for example when submitting an insurance roster from Innerkip, please name the file **Innerkip_ ORSA Roster for purchasing insurance**.

If you have any questions etc, please contact Carl Littlejohns (clittlejohnsorsa@live.ca) or

Andy Triest (tootalltriest@hotmail.com)