



## PARENT / PLAYER HANDBOOK

2018 – 2019

### MISSION STATEMENT

*“The Grande Peace Athletic Club exists to develop top quality hockey players, teams and coaches, and to provide an opportunity for our athletes to compete at the highest level.”*

Under Revision



## **TEAM SPONSORS**

Our team sponsors help the Grande Peace Athletic Club with financial support for our teams. They contribute so much to our organization, our community and most importantly, our children. Without our sponsors, there would be no hockey! The following sponsors deserve our gratitude and a sincere thank you for their continued support. Please remember these companies for any goods and services you require.

**The full team name must always be used:**

**Ernie's Sports Experts Major Midget AAA Storm, not just Midget AAA Storm.**

**MIDGET AAA Ernie's Sports Experts**  
**[www.amhl.ab.ca](http://www.amhl.ab.ca)**

**MIDGET U16 Boston Pizza**  
**[www.ammhl.com](http://www.ammhl.com)**

**MIDGET AA Peaceland Directional Drilling Ltd**  
**[www.na-hl.ca](http://www.na-hl.ca)**

**BANTAM AAA Golden Arrow Tours**  
**[www.ambhl.ab.ca](http://www.ambhl.ab.ca)**

**BANTAM AA Dreger Racing Team**  
**[www.nahl.ca](http://www.nahl.ca)**

**BANTAM AA Hitch'em Oilfield Hauling**  
**[www.nahl.ca](http://www.nahl.ca)**

# GPAC PLAYER HANDBOOK

## TABLE OF CONTENTS

1	Mission statement	
2	Sponsors	
3	Table of Contents	
4	Executive	
4	President's message	
5	Required Commitments	
5	Code of Conduct	
6	GPAC's Player Expectations	
6	GPAC's Parent Expectations	
6	GPAC's Coach & Staff expectations	
7	Dress Code	
8	Code of Conduct Agreement	Page 23
7	Abuse and Harassment	
7	Hazing	
7	Alcoholic Beverages, Drugs, Tobacco	
7	Communication Guidelines	
8	Discipline Policy	
8	Infractions	Page 22
8	Dispute and Arbitration Policy	
11	Tryout Procedures	
11	Imports	
11	Cut down dates	
11	Registration Fees, refunds	<a href="http://www.gphockey.com">www.gphockey.com</a>
12	Team Finances	
12	Casino	
12	Souvenir Program	Page 19
13	Scholarship Program	
13	Banquet	
13	Team Administration	Page 16
13	Team Travel Guidelines	Page 18
14	Team Equipment Guidelines	
14	Player Affiliation	
14	Playing Time	
15	Insurance	
18	Arena, Bus, Hotel Guidelines	
18	Busing	
24	GPAC History	

## GRANDE PEACE ATHLETIC CLUB BOARD 2018 - 2019

President	Tyler Stojan	tystojan@hotmail.com
Vice President	DJ Golden	dj@djgolden.com
Governor	Rick Nordstrom	ricknord@hotmail.com
Secretary/Treasurer	Lorna LeBlanc	<a href="mailto:gpmha@telus.net">gpmha@telus.net</a>
Director	Calvin Flint	
Director	Brent Rheume	
Director	Peter Burletoff	
Director	Jeff Lloyd	
Director	Crystal Watson	
Director	Don Moon	
Director	Trevor Barclay	
Director	Michelle Bamber	
Director	Kevin Robertson	
Director	Todd Tews	
Director	Myles Longphee	
Director	Nathan Bidwell	

### **PRESIDENT'S MESSAGE:**

The Grande Peace Athletic Club Executive Committee would like to take this time to welcome all players, their parents, coaches, managers, and any volunteers.

The GPAC Executive meets regularly to discuss our existing program and to evaluate its effectiveness in supporting the development of our players. We continue with a very successful partnership with VO2 Max Center for testing and dry land training for our teams.

Thank you to Matt Keillor, Head Coach of the Grande Prairie Junior A Storm. Matt says, «This is a wonderful opportunity to continue to strengthen the Junior A / GPAC connection. The Peace Country has an abundance of high quality players and coaches who are key elements in creating a successful hockey program. It is our goal to make the Grande Peace Athletic Club the hockey program of choice for future players and coaches as they continue to advance their careers.»

This handbook is meant to be informative and answer any questions you may have throughout the upcoming season. Should you have any questions or concerns not answered in this book, please do not hesitate to contact the GPMHA office @ 780-539-6177. We look forward to seeing you all in the arenas this season and wish you all the best for a successful season.

Best in hockey,  
Tyler Stojan  
President  
Grande Peace Athletic Club

GPAC continues to enjoy a great relationship with the Grande Prairie Junior A Storm and Ernie's Sports Experts and look forward to the same continuing for this season. All of our players receive free tickets to Jr. A. Storm home games as well as discounts from Ernie's if the player GPAC ID is presented.

The Ernie's Sports Experts Major Midget AAA Storm plays in the Provincial Alberta Midget Hockey League. The Golden Arrow Tours Bantam AAA Storm plays in the Provincial Alberta Major Bantam Hockey League. The Minor Midget U16 team plays in the Provincial Alberta Minor Midget AAA Hockey League. The Midget AA team plays in the Northern Alberta AA Hockey League. The Bantam AA teams play in the Northern Alberta AA Hockey League.

### **REQUIRED COMMITMENTS**

Not only are there financial commitments for those on an Elite team, time commitments are considerable as well. **Please ensure that your family and your player are aware of this and can offer the team your 100 % support.** It takes extreme effort for all involved to reach our common goal of Provincial and National Championships for our GPAC teams. Full support must come from the players in commitment to their team, Coaching Staff, team rules and goals, and GPAC's Code of Conduct. Full support must come from the parents for GPAC Expectations, the Team Staff and team fundraising projects.

There will be a minimum of two ice practices per week, sometimes three. There will be off-ice team activities as well during the week, such as Dry Land or Theory sessions. If your player lives away from Grande Prairie, we urge you to consider billeting your son within a closer driving distance, due to numerous team commitments weekly.

### **GPAC CODE OF CONDUCT**

**This Code of Conduct identifies the standard of behavior which is expected of all Grande Peace Athletic Club (GPAC) members; including athletes, coaches, parents, directors, volunteers, staff and chaperones.**

**GPAC is committed to providing a sport environment in which all individuals are treated with respect. Members of GPAC shall conduct themselves at all times in a fair and responsible manner. Members shall refrain from comments or behavior which is disrespectful, offensive, abusive, racist or sexist. In particular, behavior which constitutes harassment or abuse will not be tolerated by GPAC. During the course of all GPAC activities and events, members shall avoid behavior which brings GPAC or the sport of hockey into disrepute, including but not limited to any use of alcohol, tobacco products and non medical drugs. Weapons, matches, lighters, fireworks and aerosol cans are also not permitted.**

**GPAC members shall at all times adhere to GPAC's operational policies and procedures, to rules governing GPAC events and activities and to rules governing any competitions in which the member participates on behalf of GPAC.**

**Members of GPAC shall not engage in any activity or behavior which interferes with a competition or with any athlete's preparation for a competition, or which endangers the safety of others.**

**Failure to comply with this Code of Conduct may result in disciplinary action in accordance with the discipline policies of GPAC, and those set forth by the Grande Prairie Minor Hockey Association (GPMHA), Hockey Alberta and Hockey Canada. Such action may include the member losing the privileges that come with membership in GPAC, including the opportunity to participate in GPAC activities.**

**GPAC PLAYER EXPECTATIONS GPAC expects that a player will:**

- Demonstrate pride in representing GPAC at all times – in victory and defeat.
- Demonstrate respect and loyalty towards the team, the coaches and GPAC.
- Make a commitment to contribute to the team by putting forth consistent best efforts and to enhance the team's performance.
- Make a commitment to be constructive and supportive of the other players' development.
- Have a thorough understanding of GPAC expectations, policies and procedures that apply to them.
- Demonstrate respect for property, teammates, opponents, parents, fans, coaches, officials and the game at all times.
- Take responsibility and accept consequences for their actions.
- Exercise self control and discipline on and off the ice.
- Consistently exhibit good character and conduct themselves as a positive role model.
- Know and comply with the rules and expectations of the team, including curfew, as outlined by the coach.

**GPAC PARENT EXPECTATIONS GPAC expects that a parent will:**

- Demonstrate pride and exemplary conduct when representing GPAC.
- Be loyal in supporting their respective team(s) and GPAC.
- Demonstrate respect and appreciation for all players at all times.
- Model good sportsmanship in spite of frustrations or disappointments.
- Have an understanding of GPAC's philosophy, bylaws, expectations, policies, procedures and operations.
- Assume responsibility for their actions.
- Respect and support the work of all team officials.
- Support their player in making a strong commitment to their development as a hockey player and as a contributor to the team.
- Make a firm commitment to participate and support all activities of the team as outlined by the team management, including ALL fundraisers.

## **COACH & TEAM STAFF EXPECTATIONS GPAC expects that a coach & team staff will:**

- Teach the game of hockey, including individual and team skills and build the character of your players through hockey.
- Treat all players with respect and fairness, those on your team, those on other teams and those you come into contact with for other reasons.
- Refrain from the use of profane, insulting, harassing or otherwise offensive language in the conduct of their duties.
- Interact with players in a positive and supportive manner.
- Teach players to understand and respect the rules of the game.
- Treat on ice and off ice officials with respect.
- Ensure players are safe, including individual equipment and facilities.
- Treat other team officials and league officials in a respectful manner.
- Obtain appropriate training and learning opportunities to continue to upgrade their skills.
- Treat people with integrity, be non-judgmental and acknowledge the honor and dignity of others.
- Treat all parents with respect.
- Be aware of the importance of academic pursuits and the pressures placed on student-athletes and conduct practices and games in a manner so as to support academic success.
- Act in a professional manner at all times.

## **DRESS CODE**

All players, members of the coaching staff and team officials shall adhere to a standard of dress while traveling to, during and returning from all team and GPAC functions. The following minimum standard has been established; shirt and tie or acceptable substitute and dress pants.

## **ABUSE AND HARASSMENT**

"It is the policy of GPMHA and GPAC that there shall be no abuse or harassment, whether physical, emotional or sexual of any participant in any of its programs. GPMHA and GPAC expect every parent, player, volunteer and staff member to take all reasonable steps to safeguard the welfare of its participants and protect them from any form of maltreatment.

Abuse is any form of physical, emotional and/or sexual mistreatment or lack of care, which causes physical injury or emotional damage to a child. Harassment is a behaviour by one person or group of persons towards another person or group of persons, which is insulting, intimidating, humiliating, malicious, degrading or offensive. It creates negative and uncomfortable feelings for the person, or group of persons, to whom it is directed.

## **HAZING**

Hazing is an abusive, humiliating or degrading initiation rite in which a player is forced to participate in order to be accepted.

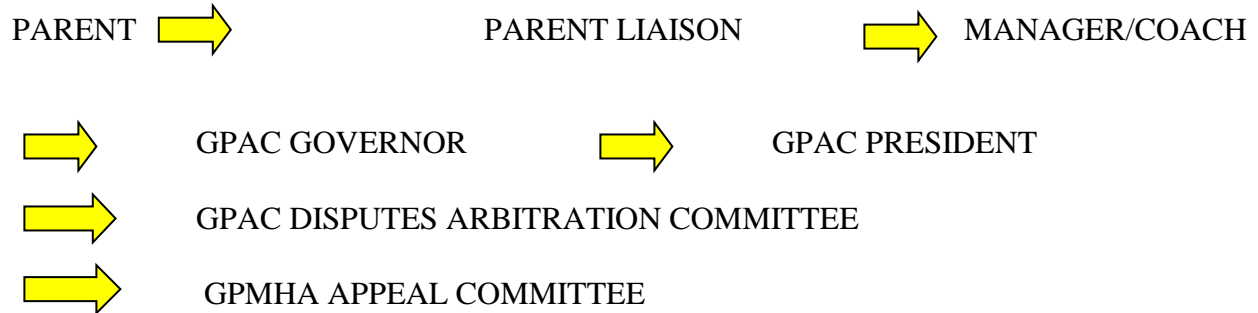
## **ALCOHOLIC BEVERAGES, DRUGS, SMOKING OR TOBACCO PRODUCTS**

The use and/or possession of alcoholic beverages, illegal drugs and tobacco products, including **chewing tobacco or vaping products** by team officials or players prior to or during a team or league function of GPAC is prohibited.

## COMMUNICATION GUIDELINES

**24 hour Respect Rule: All parents, players, relatives and friends must adhere to the 24 Hour Respect Rule by waiting a full 24 hours prior to contacting any Parent Liaison, Governors, GPAC Representatives, Grande Prairie Minor Hockey Representatives regarding any hockey concerns or issues.**

Below is a brief diagram explaining the proper communication lines to be used, as per Hockey Alberta. Please follow this protocol for questions or complaints. Contact information can be obtained at the GPMHA office at 780-539-6177.



## CODE OF CONDUCT AGREEMENT

The Code of Conduct Agreement must be signed by the player and both parents and handed in **BEFORE** the first practice.

“As a player, coach, or team official in the Grande Peace Athletic Club I agree to abide by the Grande Peace Athletic Club Code of Conduct and Expectations. I have been provided with a copy of and have read and understand the Grande Peace Athletic Club Code of Conduct and Expectations.

I understand that any violation of the Code of Conduct and Expectations policies shall result in an investigation and possible consequences ranging from a verbal warning, to me no longer participating for the Grande Peace Athletic Club within the Grande Prairie Minor Hockey Association.”

For **VIOLATION OF THE CODE OF CONDUCT FORMS** see Page 24.



## **DISCIPLINE POLICY**

### ***Preamble***

GPAC is committed to providing a sport environment that is characterized by the values of fairness, integrity, open communication, healthy competition and mutual respect.

Membership and involvement on a GPAC team is a privilege and requires that players and parents abide by GPAC policies and procedures. Participation on an athletic team or club creates a unique opportunity to be a role model, peer supporter, mentor, and spokesperson. However, members of a GPAC team, as some of the most visible players in Minor Hockey and in our community, may be subject to greater public interest and scrutiny. Players acknowledge that their social interaction and personal deportment, both on and off the ice, will be viewed as a reflection of GPAC players' commitment to good citizenship generally. Therefore, GPAC athletes, as representatives of the Grande Peace Athletic Club, shall conduct themselves in a manner that recognizes this enhanced profile.

Given the nature and timeline that result from participation in hockey activities and schedules related to competition, GPAC requires the ability to deal with disciplinary matters in an expedient and transparent manner, while respecting the principle of fairness.

Any member found in violation of the Player Code of Conduct when representing the Grande Peace Athletic Club will be subject to disciplinary actions which may include, but is not limited to a warning, private reprimand, or sanctions on participation in team activities, suspension or dismissal from the team. Each infraction will be dealt with in an objective, fair and consistent manner with appropriate consequences for the severity of the infraction. The Director of Hockey Operations and League Governor, in consultation with the Head Coach, will determine the disciplinary action to be taken. If the Director of Hockey Operations and/or the League Governor are unavailable, the President will appoint an alternate(s). The violations may fall into three categories: Minor infraction, Repeat Infraction, or Major infraction. In special circumstances, specific infractions may be referred to the GPAC Disputes and Arbitration Committee for a decision or ruling. In addition, any appeals of the GPAC Discipline Committee decisions will be heard by the GPAC Disputes and Arbitration Committee for final ruling.

## **SUMMARY OF INFRACTIONS**

### **Minor Infractions**

Actions by an individual or individuals that knowingly contradict the GPAC Code of Conduct will be subject to disciplinary actions. Examples of minor infractions include, but are not limited to:

1. Disrespectful, offensive or abusive behaviour directed towards others, including, but not limited to, peers, opponents, athletes, coaches, officials, sport leaders, facility/event staff, administrators, hotel and bus staff, spectators or the community at large.
2. Curfew violations.
3. Unexcused absences from team functions such as team practices, off- ice training or team activities, which may jeopardize the progress of the team.
4. The use of tobacco including chewing tobacco and vaping.
5. Harassment & Bullying – this consists of physical, verbal and written through social media applications such as Facebook, Twitter, texting, blogging and notes.
6. Hazing or activities that are demeaning, humiliating, disrespectful, or have been forced, are unacceptable. These activities shall include, but are not limited to, pranks, jokes, etc. Any activity that does not respect the individual's rights, integrity, dignity, safety or well-being is unacceptable.
7. Any incident of racist or sexist comments/behaviour directed towards others.

### **Repeat Infractions**

If a GPAC player commits more than 2 Minor Infractions within the season, then the situation may be re-classified as a Major Infraction. Once a Minor Infraction becomes a Major Infraction, it will be dealt with at a major level and will be subject to the sanctions of a Major Infraction.

### **Major Infractions**

Actions that undermine the dignity of another individual; have a significant negative impact on another individual, actions that result in serious damage to public property; or actions that affect the image and reputation of the Grande Peace Athletic Club. Examples of major infractions include, but are not limited to:

1. The use and/or possession of alcoholic beverages or illegal drugs prior to or during a team or league function of GPAC.
2. Curfew Violations – leaving the hotel property after curfew or without permission of team staff.
3. Use of banned, performance-enhancing drugs or methods.
4. Wilful abuse of property, facilities, equipment or vehicles.
5. Posting or contributing any content to any social networking or other internet site that reflects negatively (determined at the sole discretion of GPAC) on yourself, your team and/or teammates, your coaches or the Grande Peace Athletic Club. Harassment & Bullying – this consists of physical, verbal and written through social media applications such as Facebook, Twitter, texting, blogging and notes.

6. Hazing or activities that are demeaning, humiliating, disrespectful, or have been forced, are unacceptable. These activities shall include, but are not limited to, pranks, jokes, etc. Any activity that does not respect the individual's rights, integrity, dignity, safety or well-being is unacceptable.
7. Any incident of racist or sexist comments/behaviour directed towards others.

**Major infractions may well result in expulsion from GPAC and its teams.**

## **DISPUTE AND ARBITRATION PROCESS**

**All GPAC members, players, parents, and executive must follow this Dispute and Arbitration process:**

It is required that as early into the hockey season as possible, every team shall hold a parent/coach meeting. Identifying ideas, philosophies and expectations will assist in eliminating problems later in the season. A parent liaison representative will be appointed for the team. The parent liaison representative's function will be to relay information, input or concerns between the parents and the coaches, particularly if there is a problem or personality conflict, consequently keeping a team problem within the team.

It is your right to utilize the Dispute and Arbitration process; however please ensure that you have fully exhausted all avenues described below in Steps 1 and 2 before proceeding to Step 3.

**STEP 1:** Direct conversation between complainant and parent liaison rep., with the recommendation that your manager be present. If the dispute is unresolved at this point the manager will arrange a meeting between the complainant and Coach. Careful consideration should be given to the timing (best following a 24 hour cooling down period) and location of such a meeting. **Under no circumstance**, should this take place near any of the players. Hopefully, this meeting will remedy the concerns. If not, proceed to Step 2.

**STEP 2:** At this point the parent or Coach, if not satisfied with the situation, may choose to, and should enlist the aide of the GPAC League Governor. The GPAC League Governor will try to mediate a solution to the problem that will be satisfactory to both parties. If necessary, the GPAC League Governor may exercise the option of handing down a ruling designed to alleviate the problem in the fairest possible way, keeping the betterment of the whole team in mind. If all efforts were sincerely made to resolve the issues using Step 1 and Step 2, but are unsuccessful, proceed to Step 3.

**STEP 3:** The applicable GPAC League Governor will contact the GPAC Vice President to briefly explain the situation. You will be informed that it is mandatory to supply to the GPAC Vice President, a letter explaining the situation in detail and the issues that you may not have resolved during Steps 1 and 2. Upon receipt of the letter, a hearing will be arranged at the earliest possible date. The five person GPAC Disputes and Arbitration Committee will be as follows:

- Vice President
- President
- Three GPAC executive members to be named by the President

All concerned parties will be notified of the date, time and location of the hearing and will receive a copy of the letter. If need be, the Vice President can substitute a member of the committee, should there be a conflict. Only persons directly involved with the dispute and committee members may attend the hearing.

The hearing will be chaired by the Vice President, and will run in a calm, courteous and professional manner. Interruptions, yelling, profanity, or hearsay will not be tolerated. All parties will have ample opportunity to voice their concerns and opinions, as well as raise any questions either party may have. After both parties have had their say, and the committee is satisfied, both disputing parties will be excused, in order to allow the committee to discuss the situation, and arrive at a ruling. The Vice President will notify the disputing parties of the ruling by telephone with confirmation by letter with copies to all concerned.

#### **STEP 4: THE APPEAL**

The decision of the Disputes and Arbitration committee can only be appealed on the following grounds:

- The Disputes and Arbitration committee did not follow procedures laid out in this policy.
- Members of the Disputes and Arbitration committee were influenced by bias: or
- The Disputes and Arbitration committee reached a decision, which was grossly unfair or unreasonable.

In the event that a notice of appeal is filed, an Appeal Committee appointed by the Grande Prairie Minor Hockey Association President shall review the matter and shall base its decision solely on a review of the documentation surrounding the complaint. This includes the complainant and respondent's statements, the reports of the Vice President and the Disputes and Arbitration committee. A copy of the GPMHA appeal committee's report shall be provided, without delay, to the complainant and respondent. **THE DECISION OF THE GPMHA APPEAL COMMITTEE IS FINAL.**

#### **GPAC TRYOUT PROCEDURES**

1. Players will be notified of times for all tryout sessions. Players not paying registration tryout fees will not be allowed to skate until such fees are paid.
2. No player will be released before the player has had a minimum of three tryout skates.
3. Coaches will meet following the third tryout skate to list each player and advise them whether the player continues on.
4. The Coach and the GPAC Governor will review the status of any injured player that has not been able to participate in tryouts. If the coach is not prepared to card the injured player, then the parents of the injured player will be so advised. If the coach is prepared to offer the injured player a special tryout after recuperation, the player will be so advised.
5. Players unable to take part in tryouts due to injury will **not** be allowed to participate until the GPMHA registrar receives written medical clearance from the player's doctor.
6. Players that have been cut during tryouts will not be called to return to the program unless approved by the GPAC Governor, GPAC Vice President and the affected LMHA President. This protects the player from being released twice from the same team.
7. Prior to carding a player, coaches should have evaluated the player's commitment level to the program. Players will be carded following the dates imposed by the GPMHA and league rules.
8. Once players are carded they cannot be released unless prior approval from both GPAC and GPMHA Presidents are given.

## **IMPORTS**

As per the Alberta Development Model, in order to host an Elite team, the host LMHA must agree to allow imports on the host team. As we represent the entire Peace Country, we do not restrict the numbers of imports. Our goal is to ice the best team that we can from our region.

## **CUT DOWN DATES**

After the tryout week, coaches will carry extra players for further evaluations. The final date to cut any player will be announced.

## **REGISTRATION FEES**

**See [www.gphockey.com](http://www.gphockey.com)**

The GPMHA registration fees are to cover GPMHA registration costs, base league fees, ice rental for practices and games, base referee fees, equipment, etc. The registration fees and necessary paperwork are due within one practice of the team being set. Post dated cheques are accepted up to November 30, 2018. Registration fees are non refundable once a player signs a HA card. If a player has outstanding fees owing from the previous season he will NOT be able to register until fees are paid in full.

There will be an additional GPAC registration fee of \$ 1000.00 per player, to cover the additional ice, referees, league fees, coach compensation and player development. This is payable **to the team** by October 30.

Any refunds of the GPMHA registration fees will be given only with a medical certificate for the remainder of the season or proof of moving from the GPMHA area. All other requests for refunds must be sent to the GPMHA Office in writing, and will be reviewed by GPMHA.

### **TEAM FINANCES:** (Other than Registration Fees)

Once a team has been formed, it is up to the Coach, Manager and parents to decide which tournaments, if any, to enter. All of the teams purchase GPAC jackets or tracksuits. Methods to finance these events or items must be discussed at the team meeting where majority rules apply. Parents are expected to come to these meetings and be prepared to discuss these items. The team Governors can provide information and advice for the team to better plan for the season, however it is usually better to start the fundraising as soon as possible.

Each team is self-financed with monies from the Parent Team Fees, the Souvenir Program revenues and other fundraisers. All sources of revenue must be pre-approved by GPAC/GPMHA.

Parent Team Fees are not set by the individual teams. Fundraising is used to assist with reducing fees, but the intent is not to eliminate parent fees. GPAC philosophy dictates that there is a cost to playing elite hockey. Effective 2016 – 2017 season, all five GPAC teams will charge non-refundable team fees of a minimum of

\$ 600.00 - \$ 800.00 per month from September to January of the current season. Team fees will be due September 6 and on the first of each month thereafter. Monthly meetings will be held with the GPAC Finance Director, the team Manager and the team Treasurer to assist teams in maintaining their budgets. Any player cut out of GPAC during the months of September and October would be issued a prorated refund at \$ 16.50 - \$ 20.00 per day left in the month.

GPAC will be paid a 5% fee on all gross revenue received by a team that is over and above the total parent contributions in team fees. Any funds left in the team account at year's end will be forwarded to GPAC.

Fundraising may be used towards team travel, (ie: accommodation, busing, meals). Fundraising **may not** be used towards team parties, or parent travel, (ie: accommodation, meals, fuel). **Each member of each team must participate fully in ALL fundraisers.** This includes parents of out of town/billeted players. If you do not participate fully, you will be required to pay your share to the team.

When canvassing for donations/sponsorship, etc., it must be stated that the monies will be used towards your 'team' helping to offset travel costs. Receipts must be made in the "team's name", not GPAC and not GPMHA. **Do not contact any of the existing GPMHA / GPAC sponsors for additional funds, or requests.**

Prepared team budgets must be sent into the GPMHA office prior to any fundraising being entered into, along with a written request for any additional fundraising projects planned. Monthly team financial statements are to be prepared and sent to the GPAC Finances Director, GPMHA office and each parent no later than the 15<sup>th</sup> of the month following. All teams are to use the GPMHA financial program which can be obtained from the GPMHA Executive Director. Those teams not co-operating will suffer loss of practice ice until the statements are received.

## **CASINO**

Our next casino will come in 2019.

## **SOUVENIR PROGRAM                      See Page 21.**

The souvenir program is the largest fundraiser that the GPAC teams have. Each player is required to bring in a **minimum** of \$ 1500.00 - \$ 2000.00 (**teams may mandate more**) in advertising. As time is limited to produce this program, please be thinking of who you intend on approaching for advertising should your player make a GPAC Storm team. Again DO NOT approach existing GPMHA or GPAC sponsors.

## **BURSARIES/SCHOLARSHIP PROGRAM**

At the annual banquet, bursaries are awarded to players when certain criteria have been met based on a selection process by the bursary committee. The AMHL also awards one large scholarship. GPMHA awards a \$ 250.00 scholarship for graduating midgets through the 4 high schools in Grande Prairie. Players apply directly to the school. Scholarships are based on scholastic achievement.

## **BANQUET**

The year end banquet will be held at season's end. We enjoy this opportunity to get together at the end of the season to congratulate our award and scholarship winners. Awards are for Top Defence, Top Forward, Unsung Hero, Most Dedicated, Most Valuable and Rookie of the Year.

## **TEAM ADMINISTRATION                      See Page 17**

The successful administration of an Elite hockey team requires that each parent volunteers and contributes.

**TEAM PICTURES**

You will be provided details at a later date.

**TEAM TRAVEL GUIDELINES See Page 19**

**BUSING**

**Bantam AAA, Bantam AA, Midget U16, Midget AA** – At least two bus trips for league play per season will be identified for which the head coach has the right to request no parents on the bus. All parents are invited to ride the bus to all tournaments.

**Midget AAA** – Parents will only be allowed on the bus for tournaments. Our philosophy is that our Midget AAA program exists to prepare our players for Junior A and above.

**ARENA, BUS and HOTEL GUIDELINES**

We respect all the facilities and buses that we use. Teams are expected to leave any arenas, buses, restaurants and hotels clean, free of debris and damage. These guidelines are to be followed:

**PROHIBITED**

Smoking, vaping or tobacco products	Alcoholic beverages	Animals
Illegal drugs	Animals	Spitting

**Violence**

Profanity or abusive language (such as threats, sexist or racial slurs), offensive behavior or gestures

Unsafe activity (such as horseplay, road hockey, stick play, ball)

**Food**

No outside food or drink is allowed in any Grande Prairie area arena. Teams are expected to abide by food policies of arenas or hotels being visited and the bus companies.

**Arena Dressing Rooms**

Dressing rooms must be left in a clean condition. Tape and debris are to be picked up and placed in garbage cans. The floors and walls are to be clean of any “spitting”. All teams must assign a parent or coach to check the dressing room before and after your team’s use of the room. If you are assigned a dressing room that already has any mess or damage report this to the rink attendant immediately. No alcohol, smoking, tape, debris, shampoo bottles, soap, sunflower seeds, or gum.

**No chewing tobacco or vaping allowed!** Teams must leave the dressing rooms immediately after practices or games. No puck play anywhere in the building.

**Safety Guidelines**

No pucks or skaters on the ice until the zamboni gate is closed. All players must wear CSA approved equipment.

**TEAM EQUIPMENT GUIDELINES**

This guideline is to explain the equipment provided by the club to each team and what is required for all GPAC players.

- GPAC will provide the following equipment once teams have been selected and players carded.

Home/Away Jerseys	Jersey Bag	Pucks
Home/Away Socks	Pant Shells	
C and A Designation logos	Trainers/First Aid Bag	

2. Jerseys are to be retained by the team manager or a designated parent only. Jerseys are not to be worn in practice. Jerseys are to be washed regularly in cold water and hung to dry.
3. Socks – All teams will be issued socks (home and away) to be used for games only. Socks are the responsibility of the player and should be kept clean and in good repair.
4. Shells – All players must only wear GPAC supplied shells. Once players have been carded with a team, arrangements will be made to size and issue shells.
5. All GPAC players, excluding goalies, are required to wear CSA approved navy blue helmets.
6. All GPAC players are required to wear mouth guards and neck guards during practice and in games.
7. Managers must return all equipment to the GPAC Equipment manager at the end of the season.

## **TOURNAMENTS**

Entrance into any hockey tournaments must be approved in writing by GPAC Board.

## **PLAYER AFFILIATION**

Affiliation allows teams relief when illness, injury or suspension occur. The Bantam AAA, Midget AAA and Midget U16 teams may affiliate from the entire draw area (Zone 1). The Bantam AA may affiliate from the GPMHA Bantam teams and Midget AA team may affiliate from the Midget U16 and the GPMHA Midget teams.

Co-operation among all of the GPAC Storm coaches, parents and players in allowing affiliated players to practice and to play with their affiliated teams is mandated.

## **PLAYER PLAYING TIME**

On GPAC teams, it is left to the sole discretion of the Head Coach who will determine what fair ice time is for each player. The coach is responsible for determining the amount of ice time each player receives.

The coach may evaluate such things as how much the individual player is contributing in each game and the effort that the player is giving to the team. Is the player following the team systems and coaches instruction? Is the player attitude deserving of additional ice time? Is the player getting the results expected by the coach? Is the player taking excessive penalties? Does the player follow team rules such as curfew, team guidelines, etc?

The player should be encouraged to discuss any perceived lack of ice time with the head coach. Parents and players need to understand that the practice ice time is where the coach will attempt to develop the players' skill and where equal ice time is provided. This policy also applies to affiliate players.



## CHA INSURANCE

ENSURE THAT THE CHA ACCIDENT FORM IS COMPLETED WHEN ANY INJURY OCCURS, NO MATTER HOW MINOR YOU FEEL IT IS.

How to make a Claim:

1. SECURE a CHA Accident Report form from your team trainer, or GPMHA office.
2. COMPLETE the form **fully**. Have your team official (manager, trainer, or coach) complete the team section and if applicable your Doctor/Dentist complete the back of the form. If the player is going to seek medical attention, the CHA Accident Report form should accompany him.
3. SUBMIT the fully completed form to Grande Prairie Minor Hockey Office along with any receipts or invoices within **30 days** of the date of the accident.
  - Make sure that this form is completed when ANY injury occurs, no matter how minor you feel it is. When injury occurs give the CHA form to the player/parent and tell them to have it completed by appropriate medical/dental people or manager/team official can complete.
  - **The CHA is strictly a supplemental insurer.** If you have access to any other insurance, you must pursue it through them first. The CHA shall cover those costs not covered by your primary insurance to our policy limits.
  - Any Accident Report not submitted within 90 days will be denied.

Fax or Mail to Grande Prairie Minor Hockey Association, 6 Knowledge Way, Grande Prairie, AB T8W 2V9  
Phone (780) 539-6177 Fax (780) 539-0398

For complete information on the insurance program, please go to:

[www.hockeycanada.ca/index.cfm/ci\\_id/25661/la\\_id/1/document/1/re\\_id/0/file/Teamwork.pdf](http://www.hockeycanada.ca/index.cfm/ci_id/25661/la_id/1/document/1/re_id/0/file/Teamwork.pdf)

**TEAM POSITIONS FOR 2017 - 2018**

**TEAM NAME:** \_\_\_\_\_

**HEAD COACH** \_\_\_\_\_

**ASST COACH** \_\_\_\_\_

**ASST COACH** \_\_\_\_\_

**TRAINER ON BENCH** \_\_\_\_\_

**TRAINER OFF ICE** \_\_\_\_\_

**MANAGER** \_\_\_\_\_

communication link between coaches and parents for regular business, GPMHA, & leagues  
communication link between parent liason and coaches for questions or concerns.  
delegate and communicates to the Secretary & Treasurer  
prepare team contact list & roster  
keep the sponsor informed  
prepare all itineraries  
book exhibition games and tournaments  
oversee all other tasks

**PARENT LIASON** \_\_\_\_\_

first point of contact between the parents and the team staff for questions and concerns.  
detailed description will be provided.

**BUS SUPERVISOR** \_\_\_\_\_

person/s appointed to supervise players on the bus to ensure proper conduct and respect of the driver and the bus.

**SECRETARY** \_\_\_\_\_

work strictly under the direction of the manager  
admin duties: travel permits, special event permits, minutes, medical forms, referee reports, etc.  
up to date calendar/schedule to keep parents informed  
minutes to be provided to the GPAC office monthly

**TREASURER** \_\_\_\_\_

collection and disbursement of team funds  
keep accurate records of team funds on GPMHA program, prepare monthly budget, and financial statements for GPMHA and parents  
work closely with manager

**50-50 COORDINATOR**

organize volunteers for assigned Home Games, ensure full slot of volunteers for each game.

**PROGRAM COORDINATOR**

ensure all ads and funds are collected from all parents on time.  
ensure each player’s ads are kept together  
work with GPAC Program Director to ensure all ads, etc. are correct

**TRANSPORTATION**

book buses for out of town trips and confirming  
provide itinerary to bus company

**ACCOMODATION**

book hotel rooms for players, coaches, parents & driver  
provide itineraries for coaching staff and parents

**MEALS AWAY**

book all meals home and away, arrange bus snacks, etc..

**EQUIPMENT HOME**

**EQUIPMENT AWAY**

keep Jerseys clean, repaired and ready

**FUNDRAISING**

research & organize fundraising projects, manager to get approval  
ensure all parents are involved

**HOME GAMES**

verify officials for all home games.  
assign parents for: game sheet & score keeper  
time clock  
penalty boxes

**MEDIA LIASON**

keep local media up to date with dates and scores  
ensure all game sheets, etc are forwarded on time

**PHONING/EMAIL PERSON**

communicate all changes, new information

**SOCIAL CONVENOR**

organize parents and/or team functions. picture day  
asst with organizing team activities while away

**THANK YOU FOR VOLUNTEERING**

**We are all part of this GREAT TEAM. Let’s make it a GREAT YEAR!**

## ***BUSING, TRANSPORTATION***

**All members of Grande Peace Athletic Club are ambassadors of Grande Prairie Minor Hockey and the Peace Country. All are expected to treat our bus companies, restaurants and hotels with respect.**

1. All GPAC teams must charter buses for ALL out-of-town functions, however due to the shortage of buses for day trips, teams may have to drive to closer places like Dawson Creek.  
GPMHA has received some significant sponsorships from busing companies in the past, and these companies shall be the team's first choice in transportation, as will be reviewed with the teams at the beginning of each year.
2. Each team is responsible for damages to the bus interior.
3. Minor hockey players are forbidden to serve as designated drivers of vehicles providing transportation to other players on road trips, unless accompanied by a responsible adult.
4. **THERE IS NOT to be any out-of-town travel when the temperature is - 40 degrees and/or the RCMP issue a travel advisory.**

**As soon as you get** your league schedule ensure that you advise Golden Arrow Tours of all of the trips you will book buses for. Then as soon as you have the detailed information on the trip, email or fax them a detailed Itinerary. They will confirm it and email or fax it back to you. Each team will be given a contract.

**YOU MUST ENSURE THAT THE PARENTS AND PLAYERS CLEAN UP THE BUS BEFORE YOU GET OFF OF IT ! ALL OF OUR TRAVELLING TEAMS MUST BE GOOD AMBASSADORS OF GRANDE PRAIRIE MINOR HOCKEY.**

### **BUSING EXPECTATIONS OF PLAYERS, MANAGEMENT AND PARENTS**

1. No use of alcoholic beverages, illegal drugs or tobacco products by team officials, players, or parents while on the bus. Buses do not carry liquor permits for GPMHA trips.
2. **No sunflower seeds, pumpkin seeds or pistashios.**
3. **No paper other than toilet paper to be deposited in the toilets.**
4. **No shoes or boots on the seats.**
5. **No gum on the floor or the seats.**
6. **Only beverages with screw top lids.**
7. **Please use garbage receptacles provided and clean up after yourselves.**
8. **Players to load their own hockey equipment.**
9. **Any damage** to the coach by any of the players, parents or team officials will be charged to the offending team.

### **PARKING**

Teams going out of town by bus must leave their vehicles at a location other than any arenas. Under no circumstances are the vehicles to be left at any City of Grande Prairie Arena parking lot. Any left overnight will be towed.

### **HOTELS**

**All teams must strictly adhere to any hotel policies.**

**Noise must be kept to a minimum.**

**Keep anyone associated with your group and rooms from talking, running or making noise in the hallways or stairways.**

**Refrain from playing, smoking and/or consuming alcohol in public areas in and around the hotel.**

**Refrain from smoking in a non-smoking room.**

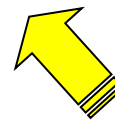
**Do complete room checks prior to handing in all keys on check-out,**



August 18, 2017

This is the letter that each player will be given once the team roster is finalized. We are not asking you to start soliciting for the ads, this is just to inform you of the expectations that will come should your player make any of the GPAC teams.

**To: AMBHL Bantam AAA, NA-HL Bantam AA, AMHL Midget AAA  
AMMHL Midget U16 and NA-HL Midget AA Parents**



This year we will publish five programs, one for each team. We are in process of obtaining quotes.

Each player's family will be provided with a package in order to approach potential business sponsors for our 2017/2018 Souvenir Program. Each package should contain the following:

- Two (2) copies of last year's program. One copy will be very helpful to have on hand to show potential sponsors the professional quality of the program. The second copy may be used to clip out and submit last year's ad, if the ad is to be run the same this year. If there are minor adjustments to last year's ad such as a phone # or address change, please note them directly on the ad.
- Advertisement Rate Sheet
- List of existing GPMHA sponsors you should not approach
- Player profile information sheet (to be returned next practice to one of your team program chairpersons)
- Team photo notice

We look forward to all five of our GPAC teams working in cooperation with each other to produce our best programs ever! The Grande Peace Athletic Club will once again be available to complete all the groundwork and organization of the program. However, two parents from each team will be required to act as Chairpersons for their respective teams. (A Sponsor Chairperson and a Player Profile Chairperson)

Each family will be responsible to collect a minimum of \$1500.00 - \$ 2000.00 in sponsor advertisements. Teams may mandate more required per player. Your allotment may be comprised of any combination of ad sizes. For example: one full page, a 1/4 page and a 1/2 page, or six 1/8 page ads. If you are able to collect more .... GREAT! Last year the teams collected between \$40,000.00 and \$ 50,000.00 in business ads. The cover (inside and out) will not be available for advertising as it has been reserved for our major sponsors.

Please remember to obtain a business card, or pmt ready ad information suitable to produce a good quality ad. All ads should be obtained from your sponsor in a format that is ready for the printers. Last year we had over 180 ads to include in our program so you can understand why our printers will not be responsible for designing the ad for your sponsor. If your sponsor's ad was in last year's program please cut the ad out of your spare program and submit it along with payment for the ad, to your teams Program Chairperson.

Enclosed is a list of last year's G.P. Minor Hockey's 2017/2018 Team Sponsors. Since these sponsors have already made a contribution towards minor hockey please do not approach them again. This year's sponsor list has not be finalized yet, so you may end up approaching a few new sponsors that have already contributed.

**All cheques should be made payable to your respective team:**

**GPMHA Bantam AAA Storm**

**GPMHA Bantam AA Storm**

**GPMHA Major Midget AAA Storm**

**GPMHA Midget U16 Storm**

**GPMHA Midget AA Storm**

All sponsor advertisements complete with related \$ MUST be turned in to your Team's Sponsor Chairperson.....

**No later than \_\_\_\_\_**

Since we require 2 to 3 weeks for printing it is essential that all ads be in by the above date. Please turn the ads in to your Sponsor Chairperson as you collect them so that organization of the program can start as soon as possible. **When submitting your ads, please specify which of your ads you would prefer under your son's profile.**

Once the programs are complete, it will be your responsibility to deliver a copy of the Souvenir Program to your sponsor along with a receipt we will provide and a team "Thank You". Some sponsors may require a receipt before payment can be made. Your Sponsor Chairperson can provide the receipt early if necessary.

Our teams have always been very proud of the professional quality of our Souvenir Program and this year should prove to be the same. Each family will receive two copies of the program as a keepsake. More copies may become available towards the end of the season. If you have any questions, please don't hesitate to call your team chairperson.

Thank you in advance for your cooperation.

# GPAC STORM HOCKEY

*To Potential Business Sponsors:*

*The Bantam AA, Bantam AAA, Major Midget AAA, Midget AA and Minor Midget AAA (U16) Storm hockey teams are in the process of preparing their Souvenir Program for this year's hockey season.*

*Business sponsor advertisements will be included in the program along with player profiles for each of the teams. The programs will be provided to fans attending all home games for all five teams throughout the entire season. The professional quality of the program along with the fact that your ad will run for the entire season, is exceptional value for your advertising dollars and a great way to support hockey within the peace area.*

*Please find rates for each ad size listed below. Last year's program is available for your viewing and receipts will be issued to all sponsors along with a copy of the program. Please contact your team rep if you require further information.*

*Please make your cheques payable to the appropriate team which has obtained your sponsorship:*

- 
- GPMHA Bantam AAA Storm
- GPMHA Bantam AA Storm
- GPMHA Midget AAA Storm
- GPMHA Midget U16 Storm
- GPMHA Midget AA Storm

## ADVERTISING RATES

<b>1/8 Page .....</b>	<b>\$ 125.00</b>
<b>1/4 Page .....</b>	<b>\$ 250.00</b>
<b>1/2 Page .....</b>	<b>\$ 500.00</b>
<b>Full Page .....</b>	<b>\$ 750.00</b>

THANK YOU FOR YOUR CONSIDERATION



**CONFIDENTIAL INFRACTION REPORT**

Alleged Infraction: \_\_\_\_\_

Date/Time of Infraction: \_\_\_\_\_

Submitted By: \_\_\_\_\_

Location of Infraction: \_\_\_\_\_

Description of Incident: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witnesses: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received By: \_\_\_\_\_ Date & Time: \_\_\_\_\_

**Submit To: GPMHA Office\_Fax:780-539-0398, Phone: 780-539-6177**

**THIS WILL BE KEPT CONFIDENTIAL**





**GPAC CODE OF CONDUCT**

**2017 – 2018 Season**

As a player, coach, or team official in the Grande Peace Athletic Club I agree to abide by the Grande Peace Athletic Club Code of Conduct and Expectations, as well as all Hockey Alberta, Hockey Canada and Grande Prairie Minor Hockey Constitutions, Bylaws and Regulations. I have been provided with a copy of and have read and understand the Grande Peace Athletic Club Code of Conduct and Expectations.

I understand that any violation of the Code of Conduct and Expectations policies shall result in an investigation and possible consequences ranging from a verbal warning, to me no longer participating for the Grande Peace Athletic Club within the Grande Prairie Minor Hockey Association.

**Player, Coach, or Team Official**

Name: (Print): \_\_\_\_\_

\_\_\_\_\_  
**(Player, Coach, or Team Official Signature)**

\_\_\_\_\_  
**(Parent's Signature (for players only))**

For the Grande Prairie Golden Arrow Tours Bantam AAA Storm team.

Date: \_\_\_\_\_