

ST. ALBERT RAIDERS HOCKEY CLUB POLICIES AND PROCEDURES

1. DUTIES OF COACHES

1.1 Policy Statement

Association Head Coaches, as chief team officials, shall be fully responsible for all activities of their team. Delegation of responsibilities to assist coaches, managers and parents is necessary, desirable and encouraged; however, ultimate responsibility for these activities rests with the Head Coach.

Suspension over delegated responsibilities is a necessary function of the Head Coach, who may make changes in his or her staff in consultation with their Division Director and the Raiders Board.

1.2 Rules and Guidelines

Coaches and team management are expected to:

- 1.2.1 Operate the team within established Raiders policies and guidelines.
- 1.2.2 Respond to the needs and skills of individual players, ensuring that each player has the maximum opportunity to develop his or her potential.
- 1.2.3 Recognize their responsibilities as leaders, educators and role models for young players. Conduct towards players, parents, officials and other persons should be based on mutual respect and be fair and reasonable. Physical abuse, verbal abuse or profanity is expressly prohibited.
- 1.2.4 Be sensitive to parent concerns and be prepared to respond cordially when warranted.
- 1.2.5 Establish regular communication with parents for information pertaining to games, practices, schedules, fund raising, etc.
- 1.2.6 Recognize that while hockey may be the major winter activity of the player, it is not the only activity.
- 1.2.7 Deal fairly with players at all times. Rewards or considerations to players or parents should be those reasonably available to all members of the team. Coaches should not accept gifts, favours or other considerations from players or parents or place themselves in a situation where their actions may be compromised because of such considerations.
- 1.2.8 Ensure proper supervision of the team, before, during, and after all games and practices and accept reasonable responsibility for the conduct, safety and wellbeing of their players.
- 1.2.9 Establish a written set of team rules, which must comply with Raiders policy guidelines, and enforced equally on all players. The coach must abide by the

team rules that are agreed to with the team, which includes arrival times for games and practices

- 1.2.10 Establish a development plan for the season that is congruent with the Raiders Board's Development Program, while encouraging and motivating players towards enjoyment of the game, team concept and skill development.
- 1.2.11 Pursue objections to directives or policy through appropriate channels in a manner that is not detrimental to the team, league or Association.
- 1.2.12 Comply with normal administrative directives by:
 - (i) Submitting a budget to parents and their Division Director
 - (ii) Submitting financial statements on schedule
 - (iii) Completing a coaching application and declaration
 - (iv) Submitting a team directory to their Division Director
- 1.2.13 All coaches shall hold a meeting of parents of players prior to the first game of the season or November 15, whichever occurs first. Items to be covered include:
 - (i) Proposed budget, including ice rentals and other purchases, total financial commitment.
 - (ii) Number of games and practices planned
 - (iii) Relevant items of Raiders policy
 - (iv) All activities above and beyond Association planned program, i.e. Exhibition games, tournaments, practices, etc. is a team decision
- 1.2.14 Coaches are encouraged to foster an environment between parent, player and him or herself that communicate continued development throughout the season
- 1.2.15 All coaches are encouraged to have a practice plan prepared for their practices
- 1.2.16 The coach is responsible to ensure that the team managers and treasurer also know their responsibilities and Raiders policies, rules and guidelines
- 1.2.17 Coaches shall use discretion when using outdoor ice with respect to varying weather conditions, and age and stamina of players.
- 1.2.18 Team structure shall include: Head Coach, Assistant Coach, Manager, and Treasurer. The Head Coach is responsible for ensuring that these members know their responsibilities and Raiders policies, rules and guidelines.