AYR ROCKETS GIRLS HOCKEY ASSOCIATION



COACHES MANUAL 2019

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AYR ROCKETS COACHING MANDATE

The Rockets' guiding principles are to promote individual skill development and knowledge of the game while teaching teamwork and sportsmanship. It is the organization's goal to make hockey a positive, fun, and rewarding experience for each participant so they continue to play in future years.

The guiding principles for the Rockets teams and the organization as a whole are:

- To foster and encourage participation in the sport of amateur girls hockey in the village of Ayr and the surrounding area.
- To foster and encourage leadership in all areas of female hockey in the community.
- To promote hockey as a game played for enjoyment, while also promoting sportsmanship and development of life skills.
- To conduct operations in a manner consistent with the Ontario Women's Hockey Association (OWHA).

It is very important that all our coaches and officials follow these principles. Remember, the Rockets program is about children playing hockey for **their** recreational enjoyment, and it is the organization's responsibility to make it a positive, rewarding and learning experience for them.

COACHES AND TEAM STAFF

COACHING STAFF COMPOSITION

- Each team should have:
 - o 1 designated Head Coach
 - o 1-3 Assistant Coaches
 - o 1 Trainer
 - o 1 Manager

The team bench should not exceed 8 registered members on the roster. The team coaching staff and manager will be represented by a minimum of 1 female member. The Ayr Rockets will cover the cost of insurance for up to five (5) bench staff/on-ice members. Additional members are the responsibility of the team to insure.

- At least one staff member shall have NCCP Level Coach certification and each team have a certified trainer. There must be
 one Certified Coach and Trainer on the bench at all times.
 - o All Rep level teams must have one staff member with NCCP "D1" Level certification.
 - o A registered trainer with a minimum of HTCP Level 1 certification must be present at all OWHA sanctioned events.
- All bench staff must be insured with the OWHA and registered on the official OWHA roster. It is recommended that an alternate trainer be designated, to cover in the event of absence by the main Team trainer.
- Members of the coaching staff must obtain their 'Respect in Sport for Activity Leaders' and have a current (within 2 years) Police Check before assuming any bench duties.
- Please reference the Ayr Rockets website for required staff qualifications
- All Rockets coaches and team personnel are subject to the C.H.A., O.H.F. and O.W.H.A. Constitution, Bylaws and Rules and Regulations.
- All coaches will be required to take additional training as designated by the Board of Directors. The Rockets will reimburse the
 full cost of required clinics for coaches and trainers, provided a receipt is submitted to the Treasurer and the course
 requirement is confirmed by the Registrar and/or Director of Coaches and Player Development.

FEMALE DRESSING ROOM SUPERVISORS

- Each team must have two (2) designated Female Dressing Room Supervisors or female coaching staff members. Their duty is to be in the dressing room with the girls. They will let the male members of the coaching staff know when all the players are dressed and are ready for the pre-game talk.
- They will also let fathers know at Novice/Atom level when all players are dressed so that they can enter the room for skates to be tied.
- UNDER NO CIRCUMSTANCES IS THERE TO BE ANY MALES PRESENT IN THE DRESSING
- ROOM WITHOUT A BENCH MOM OR FEMALE STAFF MEMBER WHEN PLAYERS ARE GETTING DRESSED OR UNDRESSED.
- This is the purpose for the Female Dressing Room Supervisors. The Female Dressing Room Supervisors should also be
 present in the dressing room during the pre-game and post-game talks, and accompanying a male trainer onto the ice to
 attend to an injured player.
- Female Dressing Room Supervisors are encouraged to complete and acquire 'Respect in Sport for Activity Leaders' credentials and must provide a Police Check, both of which are available online.

PARENT REPRESENTATION

- It is recommended that a parent representative should be selected to act as the team's treasurer (if required) and a parent liaison should be picked to act as a parent rep with the coaches.
- Parents should have access to the grievance procedures through the parent rep as outlined in the Manual of Operations.
- Except where timely intervention is required, parents and team staff should wait 24 hours after an incident before raising issues or concerns.
- If the Parent Representative and team staff cannot resolve the issue to the satisfaction of the parent or player, the Parent Representative will bring it to the attention of the Director of Abuse and Harassment.
- The Director will then try to resolve the issue. If it cannot be resolved, it will then be taken to the Board.

HEAD COACH ROLES AND RESPONSIBILITIES

- Ensuring players and team staff members represent the Ayr Rockets to other communities in a respectful and appropriate manner.
- Keeping parents and players informed. This communication may be accomplished by email, texts, newsletters and meetings. The Head Coach and Manager may work together to divide these responsibilities as they wish.
 - All coaches must:
- Coach with the idea of teaching skills, fair play and good sportsmanship.
- Teach the players to play fair and to respect the rules, officials and opponents.
- Ensure all players get equal instruction and support time.
- Ensure all players are played fairly and equally.
- Foster an environment of regular and effective communication with the parents and/or players.
- Pick the teas to create fairness in numbers and applicable skill sets between teams. The Executive maintains the right to move players from one division to another to create teams for as many girls as possible.
- Support the decisions of the Executive and question Executive decisions privately; the same will be expected of the Executive
 in dealing with coaching issues.
- Ensure only players rostered with the team, or called as a valid pick-up player, play in any games.
- Ensure all league rules, regulations and policies are adhered to for the league in which your team is playing.

TEAM MANAGER ROLES AND RESPONSIBILITIES

Obtain player/parents' names, email addresses for communication from the head coach/Registrar.

- Contact the Director of Website and Communications to obtain access to your team site on our Rockets website so news articles and events can be added to the team calendar.
- Send out weekly emails (if desired) to remind families of scheduled practices, games (addresses for out of town arenas), events (such as photo night, schedules for fundraising events), information sent out by the organization and information the coaches would like to convey.
- Book group blocks of hotel rooms for away tournaments. (Also a nice touch to arrange restaurant reservations for tournaments.)
- Collect and submit any forms required by the organization or league.
- Rep Teams Only distribute and collect jerseys and the beginning and end of season. Collect Rep fees from each player and give to the Rockets Treasurer.
- Rep Teams Only prepare IVRnet game sheet labels these are mandatory on all game sheets.
- Report scores for games on the appropriate website. This task can be given to a team statistician.
 - Rep teams: all scores <u>must</u> be input (by the home team) within 48hrs including all exhibition and tournament games (monetary fines will be levied)
 - LL teams: all scores should be inputted (by the home team) within 24hrs of the game
- Manage team budget and finances, with a team bank account and dual signing authority if needed. Submit a proposed budget (by November 15th) and final financial report to the Rockets Treasurer (by May 15th). Statements must be provided to the parent group at least by December 15th (mid-year) or monthly.
 This task can be taken over by a team Treasurer.
- Submit updates of each game and/or tournaments to the Ayr News (if desired). This task can be assigned to a parent to perform for the season. ayrnews@golden.net

TRAINER ROLES AND RESPONSIBILITIES

- Be present and have their first-aid kit at all OWHA events; games, practices and dry
 land training. If the team trainer cannot be present, it is their responsibility to find a replacement who is a registered trainer. If
 the team trainer cannot make a game at the last minute and you have no replacement, you may request to utilize the trainer
 from the opposing team. That trainer must sign the game sheet.
- Collect medical information for all players and keep it confidential, but have it readily available if required in an emergency.
- Advise the Board of Directors of any serious injuries that occur to any Rockets player. A serious injury can be classified as an
 injury that sidelines a player for two weeks or more. Minor injuries are not required to be reported. *Injuries must also be*reported to the OWHA as outlined on the OWHA Hockey Canada Injury Report forms.
- Create an emergency action plan and ensure at least two adults are assigned.
- Resources for the trainer:
 - The Hockey Canada Player Medical Information sheet and Player/team injury logs can be found on the Hockey Canada website at: www.hockeycanada.ca/en-ca/Hockey- Programs/Safety/Essentials/Downloads.aspx
 - OWHA Hockey Canada Injury Report forms can be found on the OWHA website at: www.owha.pointstreaksites.com/files/uploaded_documents/3323/2016_Injury_Report_Eng_OWHA.pdf
 - Concussion information and SCAT (Sport Concussion Assessment Tool) Cards can be found at: http://www.parachutecanada.org/injury-topics/item/canadian-guideline-on-concussion-in-sport www.hockeycanada.ca/en-ca/Hockey-Programs/Safety/Concussions

LOCAL LEAGUE INFORMATION

LOCAL LEAGUE TEAM GUIDELINES

- The Ayr Rockets' (The Rockets) teams play in the Kitchener Girls Local League (KGLL). The season starts around the first weekend in October and runs through Championship Day (held late March/early April). League schedule is approximately 20 games (22 in Midget).
- Local League game times scheduled by the Rockets, will be stop time, consisting of 3 periods.

- Teams that are short players will be able to ask players from the Local League teams of the lower division to fill in for absent players, based on guidelines set forth by the KGLL and agreed upon by the associated contacts.
- Local League teams may, provided there are enough team members present, participate in the KGLL Jason Cripps Memorial Tournament held over Christmas. The entry fee is included in the team's acceptance into the KGLL House League. Additional tournaments scheduled by individual teams **shall not** conflict with the Jason Cripps tournament or the league playoffs.
- Local League teams can participate in other tournaments, as they desire, based on guidelines in the tournament limitations and providing there is a consensus amongst the coaches, players and parents to agree to participate.
- To maintain open communication, coaches should have a team meeting prior to the start of the regular season to discuss goals, expectations, schedules, house league tournaments and house league select opportunities. A member of the Ayr Rockets Board of Directors must be present at the initial parents' meeting. Further meetings can be scheduled, as required, to deal with matters as they arise.
- All costs associated with additional tournaments and extra ice times are the responsibility of the team. Please be aware that a
 minimum, 3-day notice must be given to access game officials for any extra exhibition games. All requests for game officials
 must be made to the Director of Timekeepers and Referees.
- The number of players on a team will range from 10 to 17. All house league teams will be balanced numerically and by skill level
- In the case of more than one Local League team being entered in a single age division, an evaluation session will be held, to ensure that teams are balanced based on skill level.

LOCAL LEAGUE GAME PLAY

- Local League hockey is equal ice time.
- Every player shall receive equal ice time, every game, without exception. Failure to observe this rule will warrant a warning
 from the appointed Director, who shall refer to the Board of Directors for discipline.
- In the last 2 minutes of play, benches can be shortened to play the players performing better in that game.
- In the case of a team with 2 goaltenders, each shall play an equal portion of each game, or alternating games. The goalie not playing may dress and play as a forward or defenseman.
- NOVICE DIVISION teams will be part of the new Hockey Canada Program, and will play cross-ice games in a 4 on 4 format.
- If a team has less than six (6) players in uniform prior to the start of the game, the game will be forfeit to the opposing team (this rule does not apply to Novice division teams, which do not record scores).
- Home games will consist of thirty-two (32) minutes of stop time play (10,10,12). Timekeepers will maintain a curfew, using run
 time in the third period if the actual time remaining exceeds 12 minutes prior to the scheduled flood. Timekeepers will notify
 referees of the switch to run time at the first stoppage in play.

TOURNAMENTS

- All Local League teams are registered to participate in the Jason Cripps Memorial Tournament. Additional tournaments may
 be entered as long as they do not interfere with League Play or Play-off Schedules.
- All tournaments must be communicated to the Scheduler and Director of Coaches and Player Development by Oct 31st or at least 6 weeks before the scheduled tournament. The Scheduler will make all effort to move already scheduled league games, however, failure to provide at least 6 weeks notification of tournament dates may mean games cannot be rescheduled.
- The recommended guidelines with respect to the maximum number of tournaments that should be played at each age level:

| Age Group | Number of Tournaments |
|--------------|-----------------------|
| Novice | 2 |
| Atom | 3 |
| Peewee | 3 |
| Bantam | 3 |
| Midget | 3 |
| Intermediate | 3 |
| | |

DEVELOPMENT STREAM TEAMS

- If 2 or more Local League teams exist within the same division, a Development Stream (DS) team may be formed through a tryout process.
- DS teams may hold up to 8 practices, play 8 exhibition games and attend up to 3 additional tournaments beginning December 1st of each season.
- All additional costs associated with a DS team must be covered by the team fees, payable to the Ayr Rockets Association.

REPRESENTATIVE LEAGUE INFORMATION

REPRESENTATIVE LEAGUE TEAM GUIDELINES

- The Ayr Rockets' (The Rockets) teams play in the Lower Lakes Female Hockey League (LLFHL). The season starts around the beginning of September and runs through Provincials to the end of April.
- For B level teams, game times scheduled by the Rockets will be stop time, consisting of 3 periods and a minimum of thirty-two (32) minutes (10, 10, 12).
- Representative teams have the option to participate in additional tournaments throughout the season. As a B level center, it is recommended that the following guidelines for tournament maximums be considered: ATOM: 3
 BANTAM: 4

 PEEWEE: 3
- Representative teams' tournaments should be selected by the coaching staff and discussed with the players and parents.
- To maintain open communication, coaches should have a team meeting prior to the start of the regular season to discuss goals, expectations, schedules, house league tournaments and house league select opportunities. A member of the Ayr Rockets Board of Directors must be present at the initial parents' meeting. Further meetings can be scheduled, as required, to deal with matters as they arise.
- All costs associated with additional tournaments and extra ice times are the responsibility of the team. Please be aware that a
 minimum, 3-day notice must be given to access game officials for any extra exhibition games. All requests for game officials
 must be made to the Director of Timekeepers and Referees.
- The maximum number of players on a team is seventeen (17) comprising fifteen skaters (15) and two (2) goalies.

REPRESENTATIVE TEAM SELECTION PROCESS

- Player selection will be based on ability, knowledge of the game and attitude
- A Selection of Coaches and Competition Committee (SCCC) will be established on a yearly basis to facilitate Head Coach selection, team tryouts, selection of players and the evaluation of Head Coaches proposed categorization classification.
- SCCC members will not have daughters engaged in try-outs for the team for which the member is acting on the SCCC (to avoid conflict of interest).
- The coaching staff/Director of Coaches and Player Development will ensure the appointment of a minimum of three (3) independent evaluators to evaluate players during the tryout process. No coaching staff, aside from the Head Coach, will participate in evaluations until the last two player selections are ready to be made.
- Tryouts will be held in April or at the beginning of September, as determined by the Ayr Rockets Board of Directors.
- A minimum of 3, maximum of 6 tryout sessions may be held. Exhibition Games are strongly recommended as a tool to be used during the tryout process.
- If a player is injured and unable to attend tryouts, a doctor's note must be provided. The Head Coach may award the player a
 spot on the team, subject to the review of the coach evaluation and agreement by the SCCC.
- If a player has a scheduling conflict and cannot attend a try-out session, discussion with the Head Coach is necessary. Each player must attend a **minimum of 65%** of the scheduled tryouts.
- Releases will not be made until following the second tryout session. For the final two tryouts, player releases must be made one on one, with an explanation of the necessary skill development for improvement. No releases should be made following exhibition games played at an out of town arena. If a release must be made, it is expected to be in-person at the player's home or on the phone following a return from the out of town location.
- Evaluations are to be completed using the forms provided by the Ayr Rockets in order to ensure a fair and seamless evaluation process.
- The Head Coach must request the SCCC to evaluate the last two (2) players as identified by the coaching staff and evaluation team. Evaluation by the SCCC must occur by the last tryout activity.

PLAYER AFFILIATION AND RELEASE

- All OWHA rules and guidelines regarding the movement of players will be adhered to by the Ayr Rockets, along with any rules and guidelines adopted by the Ayr Rockets as an Association.
- Players may be released from a Representative team up until October 30th of the current year.
- Requests for player release by Coaches must be put forward to the Board of Directors for approval.

REPRESENTATIVE LEAGUE GAME PLAY

- It is the responsibility of the Coaching Staff to provide fair ice time to all team players throughout the season.
- It is the responsibility of the Coaching Staff to raise the skill level of all players on the team.
- No player should miss more than one shift concurrently with the exception of injury, discipline or on a voluntary basis. Absences from games will not justify an effort to equalize ice time.
- In the case of a team with 2 goaltenders, each shall play an equal portion of each game, or alternating games.
- The only exception to fair ice time may be made in the last 5 minutes of games that will extend tournament play or the season for any given team.

PICK-UP PLAYERS

- Each Representative team is encouraged to select and develop 'Pick-Up Players' (PUs) from a tier below to attend regular
 practices and be called up to replace absent players
- Approval for PUs rests with the Director of Coaches and Player Development. Upon approval by the Director, the Head
 Coach may notify the player and their parents. The player has the right to accept the offer or decline it.
- PUs should be brought out to practices on a regular basis, beginning around the first weekend in November.
- OWHA and LLFHL rules do not allow for PUs to be used after January 31st or the last day of the regular season, whichever comes first. To request a PU be used for play-offs or provincial qualifying games/tournament, application must be made following the appropriate OWHA or LLFHL process.
- PUs must attend activities in the following priorities:
 - o Their own games league, playoff and tournament
 - o The games of the team for which they are a PU
 - Their own practices
 - o The practices of the team for which they are a PU
 - o Attendance at social activities are at the discretion of the player and her parents

PROTESTS AND SUSPENSIONS

PROTESTS

- All protests relating to games and their regulations shall proceed as follows: shall follow the procedures outlined in the Constitution;
 - o All protests having to do with games and their Regulations shall be filed with the appropriate Director within twenty-four (24) hours after the game to be protested. The protests shall be in writing and shall set out the Rules and Regulations involved, and the alleged violations. Supporting evidence must accompany the protests.
 - o Upon receiving a protest, the Director shall forward a copy to the Manager or Coach of each other team involved, and will provide notification to the OWHA, based on the process outlined in the OWHA Handbook
 - o Decisions of the OWHA shall be final and binding on members, with no possibility of further appeal within the Corporation.
- Protest on a referee's decision will not be considered unless it concerns a question of misapplication of a rule, in which case the protest shall follow the procedures outlined in the OWHA Handbook.

SUSPENSIONS

- The Rockets House league and Representative Leagues have adopted the current O.W.H.A. Minimum Suspension List. It is
 the responsibility of the director of Coaches and Convener (if applicable) to ensure that at least one coach on every Rockets
 Team (House league, and Representative) has a copy of the Current O.W.H.A. Constitution, Bylaws, and Regulations and
 Rules.
- The Rockets reserve the right to issue additional suspensions, including any suspensions that may be handed down by the KGLL or LLFHL.

JERSEYS AND EQUIPMENT

Rockets equipment, including jerseys **will not be** issued or used during the off season in any way. All equipment and jerseys must be returned by the end of the season, the date for the return of equipment and jerseys will be set by the Equipment Manager and/ or Board of Directors on or before April 30th.

PROTECTIVE EQUIPMENT

- Required equipment is as follows:
 - o Helmet CSA approved
 - o Facemask- CSA approved
 - Protective equipment: Shoulder pads (chest protector), Neck Guard BNQ approved, Elbow pads, Hockey pants, Gloves, Shin Pads, Pelvic Protector (Jill)
 - o Skates -hockey
 - o Socks
 - o Hockey Stick
 - o Jersey provided by the organization
- All team officials participating in on-ice activities must wear a CSA hockey approved helmet.
- Trainers or any other team officials attending an injured player are considered exempt from this rule
- For all Rockets registered players, mouth guards are strongly recommended, but not required.
- The Rockets will supply full protective goal equipment in the Local League division with the exception of goalie mask and skates. (Representative teams will be afforded the same opportunity.)
- ALL EQUIPMENT may only be worn during official Rockets activities.

EQUIPMENT DISTRIBUTION

- House league and Representative League Teams Novice to Midget equipment, including goaltending equipment & jerseys, will be assigned to the team coach who is held responsible for the equipment for the season. The coach is responsible to return all items at the end of the season and will be held accountable for lost and/or damaged items.
- Each team is responsible for the care and maintenance of the jerseys during the season. This includes washing. Jerseys must be returned in a clean condition.
- All Rockets equipment and jerseys are to be used only for Association games and practices unless special permission has been given by the Rockets Equipment Manager.
- A time will be set up with the Equipment Manager for all Head Coaches to pick up and return their team's equipment. The equipment provided includes:
 - o Pucks and a puck bag,
 - o Trainer's Kit.
 - o Water carrier, if required,
 - o Jerseys (Home and Away on hangers in separate carry bags), and

- o Goalie equipment, if required.
- If any equipment is lost, stolen or broken, please contact the Equipment Manager immediately.

JERSEYS - LOCAL LEAGUE TEAMS

- The team is to arrange for a parent volunteer to take care of a set of jerseys (home or away). Alternatively, the team can elect
 to have players carry their own jerseys, subject to the signing of the Ayr Rockets Jersey Agreement and the purchase/use of
 an Ayr Rockets jersey bag.
- Ensure both sets of jerseys are brought to each game.
- The jerseys must be carried in the garment bag at all times.
- Jerseys should be washed regularly (gentle cycle, gentle detergent, no bleach or fabric softener, and hung to dry).
- Jerseys are to be washed before returning at the end of the season.
- In the event the jerseys are lost, stolen, damaged or for any reason cannot be delivered to the Rockets upon request, the parent/adult player agrees to pay the replacement value of the jerseys (\$60 each).

JERSEYS - REPRESENTATIVE TEAMS

- Players may carry their own jerseys, provided:
 - o A garment bag is **always** used to carry jerseys to and from the arena (garment bags may be purchased from the Rockets at cost and kept by the player)
 - o parents/players MUST sign the Ayr Rockets Jersey Agreement (jerseys are NOT to be given to a player until the agreement is signed).
- Parent/players are responsible for the safe keeping of their jerseys. They must remain in their possession at all times and should be used for minor ice hockey games only.
- The iersevs must not be abused or altered in any way and should be cleaned on a regular basis according to the instructions.
- The jerseys should be returned to the team coach/manager at the end of the season.
- In the event the jerseys are lost, stolen, damaged or for any reason cannot be delivered to the Rockets upon request, the parent/adult player agrees to pay the replacement value of the jerseys (\$60 each).

UNIFORMS - ON ICE

- The approved uniform to be worn during representative and house league games is:
 - o Jersey, as authorized by the Rockets.
 - o Socks, as authorized by the Rockets.
 - o Predominately black helmet.
 - o Solid black pant, with or without approved Rockets logo.
 - o Gloves are highly recommended to be predominately black; preferred trim is red and/or white.
 - o Goalie pads and gloves are highly recommended to be Rockets colours of black and/or white and/or red.
- Under no circumstances may teams purchase unauthorized pieces of the uniform.

UNIFORMS - OFF ICE

- The approved off-ice uniform to be worn by players and bench staff to games and tournaments listed below for Representative teams. This is optional for Local League teams.
 - o Jacket, as authorized by the Rockets.
 - o Pants, as authorized by the Rockets.
- Off-ice attire should be appropriate and respectful to represent the Ayr Rockets.
- Under no circumstances may teams purchase unauthorized pieces of the uniform.

ROCKETS TEAM NAMES AND APPAREL

- All teams in the Avr Rocket Girls Hockey Association will play as the Avr Rockets and will not sub name their team.
- If there are multiple teams in a Local League division, they will be called AYR ROCKETS 1, AYR ROCKETS 2 and so forth.
- A team will not amend their name to something like AYR WILD ROCKETS, AYR ROCKETS FLASH, AYR NOVICE FLASH, etc.
- Ayr Rockets apparel will be approved by the Executive.
- Ayr Rockets apparel will be available for all teams. There will not be Local League or Representative Team specific apparel.

CODE OF CONDUCT AND DISCIPLINARY ACTION

DISCIPLINE

- When a player has broken a team rule, displayed inappropriate behavior, or violated the Code of Conduct, corrective action
 may be necessary. Removal of ice-time from a player for disciplinary reasons is permitted and is the only effective method of
 discipline a coach can use.
- The discipline applied should be consistent with that outlined at the initial team meeting. This MUST be applied fairly & consistently for all players on the team regardless of ability.

 Example: if a team establishes a rule that players arriving late for games will miss the first period, then this must be followed through with in every instance, even if it involves the team's best player.
- Where the infraction involves disruptive or abusive behavior during practices or games the coach should discuss the incident and the impending disciplinary action with the parent(s) involved prior to the removal of the ice-time. This will give the parent(s) an opportunity to participate in correcting the behavior as well as give the parent fair warning that their child will be missing ice-time in an upcoming game.
- The Rockets Executive recommends to all coaches that they should involve the team parent rep in a face-to-face meeting with the parent, however, this may not be practical in all circumstances.
- Should future incidents occur and the behavior not be corrected, further progressive discipline will result including game suspension(s) and possible removal from the team. Such serious measures would require a disciplinary hearing with the Director of Conflict Resolution
- If a member of the team staff has displayed inappropriate behavior or violated the Code of Conduct, corrective action will be determined by the Executive and/or the OWHA.

OBSCENE LANGUAGE

• Swearing and obscene gestures by coaches, players and parents in the Rockets is prohibited and shall be governed by the O.W.H.A., OWHL, and C.H.A. Official Hockey Rules, and the Rockets Codes of Conduct.

ALCOHOLIC BEVERAGES AND DRUGS

- The consumption of alcoholic beverages or the taking of drugs is strictly forbidden for any coaching staff members and players during any sanctioned team activity including games, practices, and travel to and from these events.
- Failure to observe this rule may result in disciplinary action including suspension. The person(s) involved must appear before the SCCC.
- Smoking and the use of e-cigarettes (vaping) is prohibited in all Township of North Dumfries Facilities. Suspension(s) shall be levied to players and team staff who fail to adhere to this bylaw.

O.R.F.A FACILITY ALERT - CAMERA PHONES AND PDA's

Please note the Ontario Recreation Facilities Association Facility Alert prohibiting the use of cell phones and personal digital assistants in **all** recreation facility change rooms.

OFFICIALS AND SCHEDULES

TIMEKEEPERS AND REFEREES

• The Scheduler of Timekeepers and Referees ensures that both Timekeepers and Referees have been confirmed for each game. Feel free to check to ensure both are present before game time.

CANCELLATION OF GAMES

- If the weather is bad, it is ultimately the home team who decides whether to cancel the game.
- If the Head Coach decides the weather is too bad to travel, the opposing team needs to be contacted not later than 2 hours before game time.
- The Ice Scheduler and the Scheduler of Timekeepers and Referees and League Convener needs to be contacted immediately.
- If it is a home game, the ice should be used for an additional practice.

TEAM ICE ALLOTMENT - HOUSE LEAGUE

- All Local League teams shall be guaranteed a minimum of thirty-seven (35) ice times per season as outlined by the Rockets
 fee breakdown schedule. This shall consist of twelve (12) half-ice practices, 10 home games, 10 away games (all games to be
 scheduled by KGLL), and 3 guaranteed Jason Cripps Tournament games.
- In the event that teams are scheduled fewer games; the Rockets shall distribute additional ice times to equal the guaranteed total amount.
- Advancement to both Cripps and KGLL Finals adds an additional four (4) games to a team's seasonal total.
- In addition, all Local League teams advancing to the League finals in March shall be awarded an extra practice prior to the final games dependent on ice availability.
- All House League teams may equally be awarded extra ice times throughout the season depending upon ice availability and finances. This shall be at the discretion of the Ice Scheduler and the Director Coaches and Player Development.

TEAM ICE ALLOTMENT - REPRESENTATIVE LEAGUE

- All Rockets Representative Teams shall receive their seasonal ice allotment at the beginning of each season. The ice times shall begin after tryouts and conclude when they are no longer in league playoffs and provincial Playdowns.
- Ice times shall be distributed amongst all Representative teams. The times allotted shall be used for both scheduling league games and practices.
- Depending upon ice availability two (2) or three (3) extra practice times shall be awarded to ALL Representative teams
 advancing to the OWHA Provincial Finals in April. Teams may also schedule one (1) home exhibition game as preparation for
 the Provincial Finals. Expenses (i.e. timekeepers and referees) for any additional home exhibition games scheduled will be
 the responsibility of the team, to be paid from the team budget.
- In total, Representative teams will have 3 home exhibition games allotted by the Rockets, with related expenses being the responsibility of the Rockets organization. The games will occur as follows:
 - 1) A home game for the purposes of assessing players in game situations during the tryout process
 - 2) A home game for the purposes of seeding the team at the beginning of the season (September)
 - 3) A home game for the purposes of playoff or provincial tournament preparation.

Any additional home exhibition games scheduled will be at the cost of the team.

• All teams that are eliminated from league play-offs and provincial playdowns shall forfeit any remaining ice time allotments.

EXTRA ICE

- In the event that there is surplus ice available, the Rockets shall offer that ice to ALL teams, Representative and House league, on a predetermined scheduling priority list established at the start of the season.

 Ice will be offered in order of this list. Once a team has accepted the extra ice, solicitation will begin at the next team following on the list. Coaches will have 30 minutes to reply.
- In the event that a team wishes to have any extra practices over their Rocket weekly ice allocation this needs to be organized with the Ice Scheduler.
- If the Ice Scheduler deems there is enough Rocket Association ice available to meet this request the team can purchase the ice from the Rocket Association. All payments should be made to the Rockets Association on a monthly basis.

UNUSED SCHEDULED ICE

Any team found not using an allotted ice time shall forfeit one of its other ice times not scheduled for games, or be subject to a
penalty at the discretion of the Board of Directors. Forfeit of ice shall be at the discretion of the Ice Scheduler and the Director
of Coaches and Player Development. The team shall have the option of buying that said ice or another ice time, from their
team budget, from the Rockets or the Township of North Dumfries at the current rate.

ARENA ADDRESSES

| City | Arena Information | |
|---------------------------------|---|--|
| Ayr | Ayr Community Centre Queen Elizabeth Arena 7 Church St. Ayr, ON 519-632-7442 NDCC 2958 Greenfield Rd. Ayr, ON 519-632-8800 | |
| Brantford | Wayne Gretzky Sports Centre 254 North Park St. Brantford, ON 519-756-9900 | |
| Cambridge | Hespeler Arena Sports Park 640 Ellis Ave 1001 Franklin Blvd. 519-740-4681 519-622-4494 | |
| Elmira | Woolwich Memorial Arena (Snyder or McLeod) 24 Snyder Ave. South, Elmira, ON 519-669-2533 | |
| Elora | Elora & District Community Centre 60 David Street W. 519-846-0411 | |
| Georgetown (North Halton) | Mold Master Sportsplex 221 Guelph St. 905-877-8488 | |
| Fergus | Centre Wellington Community Sportsplex (Fergus Arena) 550 Belsyde Ave. E. 519-843-2800 | |

| Guelph | Centennial Arena 376 College Ave. W 519-837-5623 | Exhibition Arena 70 Division Street 519-837-5624 | |
|-----------------------------|--|---|--|
| | University of Guelph Gryphon Centre 50 Stone Road E. | Victoria Road Rec Centre 151 Victoria Road North 519-837-5621 | |
| | (East Ring Road) | | |
| Guelph | | | |
| | West End Rec Centre 21 Imperial Road S. Guel 519-837-5657 | lph | |
| Ingersoll (West Oxford) | Ingersoll District Memorial Centre 97 Mutual Street 519-485-5023 | | |
| Kincardine | Davidson Centre Arena 601 Durham St. 519-396-3491 | | |
| Kitchener | Activa Sportsplex 135 Lennox Lewis Way 519-741-2699 | Don McLaren Arena 61 Green St. 519-741-2900 ext. 5 | |
| | Grand River Arena 555 Heritage Drive 519-741-2900 ext. 2 | Kitchener Aud Dom Cardillo, Kiwanis and Kinsmen Arenas 400 East Ave. 519-741-2699 | |
| | Lions Arena 20 Rittenhouse Rd. 519-741-2699 | Sportsworld Arena 35 Sportsworld Crossing 519-741-2200 | |
| Milton (North Halton) | John Tonelli Sports Centre 217 Laurier St. 905-875-5393 ext. 2600 | | |
| Milverton | Milverton Arena 40 Temperance St. 519-595-8375 | | |
| Mount Forest | Mount Forest and District Sports Complex 850 Princess St. 519-323-1801 | | |
| Oakville | Glen Abbey Recreation C 1415 Third Line | Centre | |

| | 905-815-5950 |
|--------------------------|---|
| Paris | Brant Sports Complex 944 Powerline Road 519-442-1944 |
| St. Clements | 1 Green Street 519-699-4143 |
| St. Jacobs (Woolwich) | 29 Parkside Dr, (519) 664-3310 |
| Tara | Cyclone Taylor Arena Tara-Arran Community Centre 137 Hamilton Street 519-934-2041 |
| Walkerton | Walkerton Community Centre 290 Durham St. W. 519-881-0625 |
| Waterloo | Albert McCormick Arena Moses Springer 500 Parkside Dr. 150 Lincoln Rd 519-885-1700 519-885-4530 |
| | RIM Park 2001 University Ave. E. 519-884-5356 University of Waterloo (Columbia Ice Fields) 250 Columbia St. W. 519-888-4567 |
| | Waterloo Rec Complex 101 Father David Bauer Dr 519-886-1177 |
| Wellesley | Wellesley Arena 1004 Catherine St. 519-656-2222 |
| Wilmot | Wilmot Rec Complex 1291 Nafziger Road Baden, ON 519-634-9225 |
| Woodstock | Civic Centre Arena Woodstock District C.C. 895 Nellis Street 481 Finkle St. 519-539-3311 519-421-3484 |