



# CANMORE MINOR HOCKEY ASSOCIATION

## EVALUATION PROCEDURE

### **Purpose**

Player evaluations are often one of the most challenging aspects for a Minor Hockey Association to manage, yet they form the foundation upon which the association is built. While player evaluations are typically used to place players onto teams, the real challenge lies in how players are developed once the teams are formed.

In many communities, there may be only enough players for a single team per age category, while others might have multiple teams, leading to tiering. A well-established player evaluation process can simplify this task and provide a valuable reference point for communication with parents.

A key point is for the association to post documents that outline the criteria of what the evaluators are looking for, so that parents can see what the players are being evaluated on. These criteria must be clearly defined, objectively assessed, and justifiable.

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### **Objective**

- Provide fair and unbiased evaluation of a player's hockey skills through both technical and game play evaluation sessions.
- Ensure that players have a reasonable opportunity to be selected to a team appropriate to their skill levels, as determined during the evaluation process.
- Implement a uniform and consistent evaluation process so that both players and parents have clear and consistent expectations each year as players advance through the association's programs.
- Form teams that are balanced and competitive, allowing athletes to develop their skills, participate equally, and enjoy their hockey experience throughout the season.

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### **Roles & Responsibilities**

#### **Evaluation Director**

- Oversee and facilitate the evaluation process, including coordination of third-party vendors.
- Ensure all documentation and data entry are accurate and audited.
- Maintain confidentiality and integrity of all evaluation information.

## **Operations Manager**

- Oversee the successful execution of the evaluation process, including scheduling, communications, software uploads, volunteer coordination, and information accuracy.
- Participate in audits for oversight.
- Ensure all documentation is collected and submitted.
- Maintain confidentiality and integrity of evaluation data.

## **President**

- Provide oversight of team selection and the evaluation process.
- Assist with grievances or concerns.

## **Board Members**

- Support the evaluation process in appropriate ways.
- Maintain confidentiality.
- Uphold and communicate the Evaluation Procedure.

## **League Directors**

- Serve on the voting committee for team selection.
- Participate in audits and oversee evaluations in their league.
- Verify documentation is collected and submitted.
- Maintain confidentiality and support the process.

## **Parents**

- Be aware of evaluation expectations and prepare their child.
- Have no contact with evaluators during the process.
- Follow the 24-hour rule before raising placement concerns.
- Address questions respectfully to the VP or Evaluation Director.

## **Evaluators**

- Conduct evaluations using CMHA-approved criteria and tools (e.g., Team Genius).
- Enter assessments directly into evaluation software.
- Participate in technical sessions as assigned.

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## **Evaluation Process**

### **Overview**

- All players are required to attend all assigned evaluation sessions.
- Evaluations are conducted by contracted third party evaluators. Players are identified to evaluators only by numbered helmet stickers; names are not provided.

- The evaluators' rankings and the players' overall performance during the evaluation process will be used to make final team placements.
- Weighting of technical skills vs. game play:

Division	Skills	Game Play	Coach Skate
<b>U9</b>	100%	N/A	N/A
<b>U11</b>	70%	30%	N/A
<b>U13</b>	60%	40%	N/A
<b>U15</b>	30%	70%	1 REP Skate
<b>U18</b>	N/A	100%	1 REP Skate
<b>Goalies</b>	34%	66%	N/A

- CMHA reserves the right to determine the number of evaluation games each player participates in. The amount may vary depending on registration numbers, and program preference (REP or RHL)
- The number of players placed on each team will be determined based on registration numbers and approved by the Board of Directors.
- Final Rosters will be posted on the CMHA website.
- A database is created for each division using a cloud-based evaluation software. Third party evaluators will enter data into secure notebooks or iPads ensuring encrypted data storage.
- A minimum of two official audits will be conducted.
  - After technical skills evaluations
  - After first round of game play evaluations
  - Additional unofficial audits will occur throughout the process to ensure comprehensive evaluation of each player.
- Official Audits will consist of the following:
  - Verify that every player who attended the sessions is evaluated.
  - Compare evaluator scores to ensure consistency. CMHA reserves the right to remove scores deemed inaccurate or unfair.
  - CMHA may engage a separate, experienced evaluator to audit the process. The auditor's scores will not affect final scoring unless necessary to ensure fairness and accuracy.

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## Evaluation by Position

- CMHA evaluates players by position for U13, U15, and U18 divisions. Players will be assessed based on the position they indicate on their registration form, and position changes are not permitted once evaluations begin. While evaluations are conducted by position, CMHA may exercise discretion in final team placement to ensure players are placed where they can best develop and contribute to the team as a whole.

- After teams are finalized, coaches may move players between forward and defence and vice versa when deemed appropriate.
- U9 and U11 players will not be evaluated by position, except for U11 goaltenders.
- Goaltenders' technical skill sessions will be evaluated separately from players by qualified goaltender specific evaluators.

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## Technical Sessions - Players

All players are required to participate in the technical sessions. Players will be grouped according to last name and year of birth, though CMHA may adjust groupings as needed to facilitate the evaluation process.

Each year, CMHA solicits proposals from qualified third-party evaluators to conduct these sessions, ensuring fairness and consistency. Evaluators, under the oversight of the Evaluation Director and Operations Manager, will be responsible for running the technical sessions.

Players will be evaluated and ranked by the following criteria.

<b>Skating</b>	Acceleration, Speed, Agility/Mobility, Lateral Movement, Pivots/Transitions, Controlled Skating, Backwards Skating
<b>Shooting</b>	Power, Accuracy, Shot Selection, Shooting Technique
<b>Passing</b>	Accuracy, Forehand, Backhand, Reception
<b>Puck Skills</b>	Control, Protection, Quickness/Deception, Heads Up, Shoulder Checking
<b>Offensive Skills</b>	Deceptions/Dekes, Change of Pace, Protection, Skating Control, Offensive Threat
<b>Defensive Skills</b>	Checking Concepts, 1-on-1 Defence, Retrievals, Gap Control

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## Technical Sessions - Goaltenders

All dedicated goaltenders are required to take part in the technical sessions. Goaltenders will be grouped by age levels for the various skates during the technical sessions. CMHA reserves the right to adjust these groupings as necessary to facilitate the evaluation process.

Evaluators, under the oversight from the Evaluation Director, and the Operations Manager, will be responsible for conducting these technical sessions.

Goaltenders will be evaluated and ranked by the following criteria.

<b>Mobility</b>	Lateral Mobility, Quickness/Agility
<b>Save Process</b>	Save Execution, Post Save Response, Net Play
<b>Rebound Control</b>	Rebound Management, Recovery
<b>Technical/Net Tactics</b>	Positioning, Reads and Anticipates

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## Technical Rankings

*Technical rankings from the technical sessions will determine placement of players and goalies in appropriate game play sessions (e.g., Group 1 – Top 26, Group 2 – Next 26, etc.). Goalies may participate in multiple game play sessions for thorough evaluation.*

*Based on these rankings, CMHA will:*

- *Decide the number of REP evaluation teams per division and the maximum team sizes where appropriate*
- *Review potential transitions from REP to non-REP programs*

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## Game Play Sessions

Each player and goaltender will be assessed in a minimum of two games, unless otherwise specified in the evaluation schedule. Additional game play evaluations may be conducted to ensure fairness and accuracy.

Game placement and evaluation process:

- Groupings and levels will be based on technical skills evaluations, team sizes, and the number of players being evaluated.
- For U15 and U18 players (REP programs), players may be placed in games at appropriate skill levels, with opportunities to advance or participate in a Coach Pick session based on previous skills/game

play scores.

- Note: During the 5 on 5 scrimmages, officials will call obvious penalties on players, the focus will be continued play. Penalty call will result in a pursuit penalty shot resulting in live play.

Players will be evaluated on the following criteria.

<b>Game Play</b>	Positional Play, Checking Concepts, Hockey IQ, Passing, Skating, Puck Skills, Shooting, Discipline
<b>Individual Offensive Skills</b>	Deception/Dekes, Change of Pace, Puck Protection, Skating Control, Offensive Threat
<b>Individual Defensive Skills</b>	Checking Concepts, Defend 1 on 1, Puck Retrievals, Gap Control

Goaltenders will be evaluated on the following criteria.

<b>Shot Preparation</b>	Reading the Play, Anticipation
<b>Save Execution</b>	Technique, Rebound Control
<b>Post-Save Response</b>	Recovery, Positioning
<b>Net Play/Reads</b>	Reads and Anticipates, Communication

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## Evaluation Committee Review & Team Finalization

The Evaluation Committee will review potential rosters and address any discrepancies to ensure that each team:

- Has the appropriate number of players for each position

Includes players who have been fairly assessed

Adjustments to player rankings may be made based on committee review. Any changes that result in a player being placed on a different team must be justified and presented to the Board for approval. Final

roster recommendations will then be submitted to the Board for approval. Video may be used to assist in this stage if necessary.

Factors that may influence ranking adjustments include:

- Discrepancies in evaluation scores
- Differences in overall skill and game play evaluations
- Position requirements

Physical requirements of the team

Evaluation Committee Members:

- All Off-Ice Evaluators
- Evaluation Director
- Operations Manager
- President or Board Member

Team Coach (if one has been selected - U15 and U18 only)

During this stage, the Board of Directors will finalize team sizes and requirements based on division numbers, evaluation scores, etc. CMHA will also review player transitions to non-REP programs and notify those players. Once teams are finalized, coach selections will be confirmed through a Board vote.

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## **AA Transitions**

Players returning from AAA/AA tryouts are guaranteed placement on an appropriate team. They will be evaluated using the same criteria and evaluators as non-AAA/AA players whenever possible, ensuring fair and consistent placement. Evaluation arrangements may vary depending on the timing of their return from tryouts.

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## **Circumstances Regarding Player Absence**

### **Injury:**

- Any injury preventing a player from participating must be reported to the Operations Manager at [info@canmorehockey.org](mailto:info@canmorehockey.org).
- A medical doctor's note or other documentation must be included.

- Players may only resume participation once a “RETURN TO PLAY” clearance is provided by the medical doctor.
- Team spots cannot be held indefinitely in these cases.

**Illness:**

- No accommodations are provided for common illnesses.

**Multi-Sport / Vacation / Other Activities:**

- If a player misses evaluation sessions due to other commitments, they will receive a zero ranking for the missed session.

**Other Circumstances:**

- Any situations not covered above that prevent participation must also be reported to [info@canmorehockey.org](mailto:info@canmorehockey.org)
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**Procedure Review & Updates**

This procedure will be reviewed and updated annually to ensure it remains current and effective.

*Good luck to everyone and HAVE FUN!*