

# U7 & U9 DIVISIONS

CDMHA

## Parent Information Handbook

[www.cdmha.com](http://www.cdmha.com)



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**WHY  
PLAY  
HOCKEY?**

Not only is hockey the fastest game on earth, it's the "Coolest Game on ice." Hockey is an excellent way for any child to get involved in a great team sport, keep fit, build self-confidence, learn sportsmanship and most of all have fun. Those that take up hockey will grow up with the game and though the vast majority will not make it to the NHL, they will continue to play with friends and team mates for the love of the game.

## ***Welcome to Chetwynd & District Minor Hockey Association***

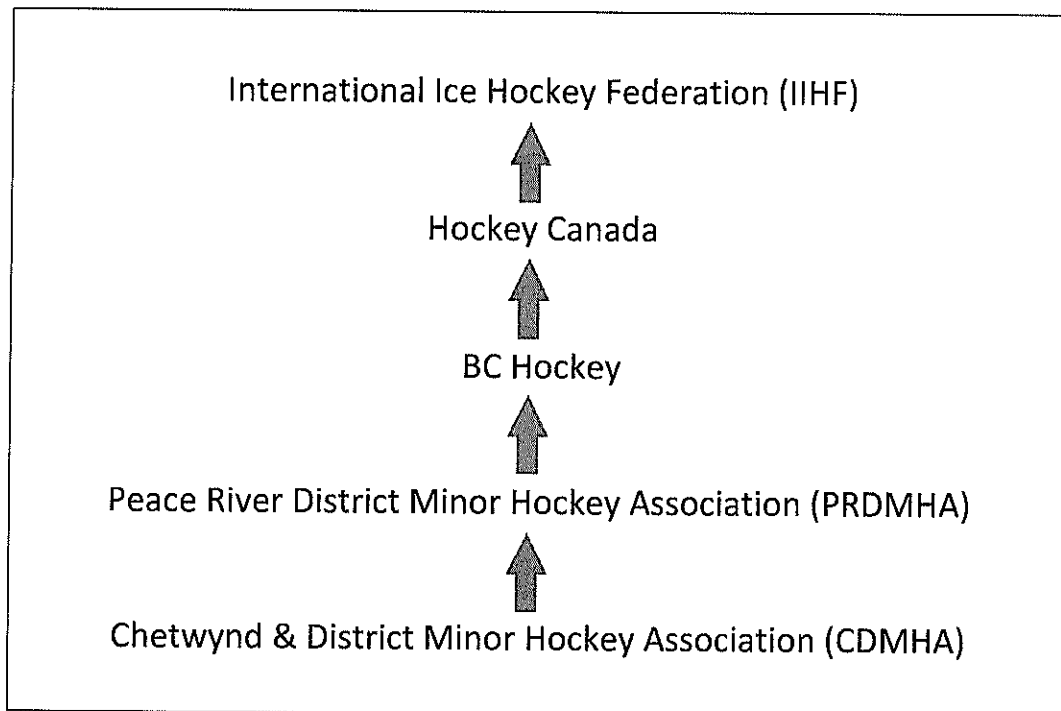
We are hoping that everyone is ready for a fun time learning to play hockey and for making new friends.

The purpose of this information booklet is to provide you with some basic information about what your family can expect over the season (September to March), and what the Association and your Division will expect of you.

Your team Coach/Manager will schedule a parent meeting at the beginning of the season and at that time you will be provided with further information on the program, and you will be given an opportunity to ask questions.

As you review this booklet, remember that you are a member of the Association, and every member is a volunteer. Hockey is a team sport and the Association, the Division and the individual groups/teams' function best with everyone working together. We encourage and require the contribution/participation of all our members. If you are not sure how to help, please do not hesitate to ask.

### **Amateur Hockey Structure**



## **Registration & Additional Costs**

Your registration fee covers the cost to the Association for your child's ice time, insurance, and referee costs. You may expect an additional start up cost of about \$30 - \$100 per child depending upon what your team chooses. Other possible costs are out of town tournament fees (approx. \$800-\$1000 per team), player/coaches gifts and a season-end wind-up party. Be sure to attend the parent meeting at the beginning of the season.

## **Team First**

The principles of Team First are to promote fair play and respect for all participants within the Association. The expectation is for team officials, parents, and players to sign a pledge before their child participates in hockey. This is the Code of Conduct Form that must be signed at the start of the season. This pledge confirms every player and the parent/guardian's commitment to observe the principles of Fair Play as set by the Canadian Hockey Association and supported by the Chetwynd & District Minor Hockey Association.

## **Proper Treatment of Referees (U9)**

Abuse of referees is not tolerated and may result in disciplinary action or a fine. This includes intimidation such as yelling at the refs while they are on the ice or following the refs into the referee room after a game.

## **Conflict Resolution**

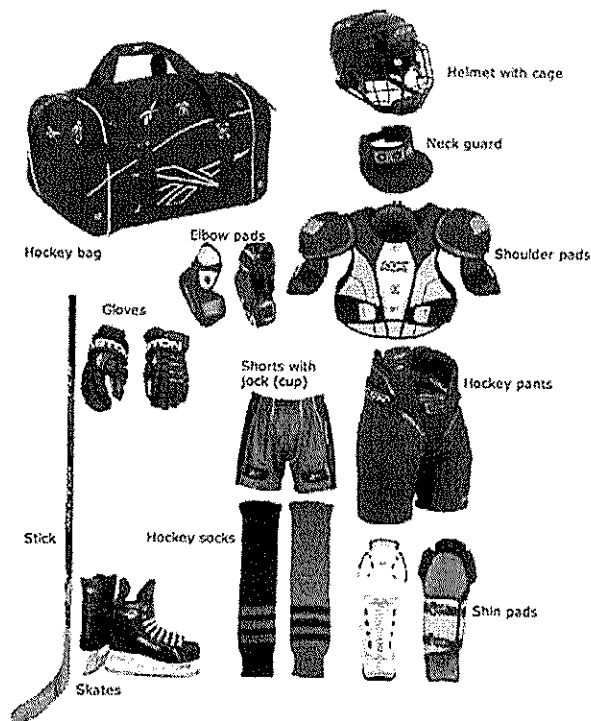
There are, on occasion, incidents of conflict amongst various individuals in minor hockey. Please let 'cooler heads' prevail. Allow a minimum of 24 hours to pass prior to any attempt to address an issue. Thus, this cooling off period to validate the facts and collect your thoughts.

Should a conflict arise within the team, the chain of command for dealing with the conflict will be Parent→Manager→Coach→Head Coach (Executive)

Should a conflict arise regarding the Coach, the chain of command for dealing with the conflict will be Parent→Manager→Head Coach (Executive)

## Player Equipment Requirement

- Athletic support (jock/jill)
- Shin pads
- Shoulder pads
- Practice jersey
- Neck guard
- Tape (for stick)
- Hockey socks
- Elbow pads
- Gloves
- Knee length hockey pants
- Helmet (full facemask)
- Skates
- Stick
- Hockey bag



CDMHA game jerseys will be provided by the Association, socks can be purchased at Lonestar Sporting Goods.

Resource link for proper equipment fitting:

<https://www.youtube.com/watch?v=VtzUxPebp2k> (video from Hockey Canada)

## Player Accessories – Highly Recommended

- Long-sleeved undershirt and full-length underwear
- Water bottle with your child's name on it

It is important for all players to obtain appropriate and well-fitting equipment. Coaches and experienced parent volunteers can assist you if you are unsure about your child's equipment requirements. Please check equipment regularly during the season and ensure your child's skates are sharpened on a regular basis.

## Team Equipment Provided by the Association

We are very fortunate in that our Association covers the cost of the following equipment for each team:

- Set of team jerseys with stop sign patch; garment bag for jerseys.
- Team pucks & cones

- Goalie equipment
- First Aid Kits

Team pucks/cones and goalie equipment are to be returned to the coaches' locker after every practice. Goalie gear can be used for games.

## MODIFIED ICE BENEFITS vs. Full Ice Hockey

**6x more** shots on goal/player

**5x more** passes received/player

**2x more** puck battles/player


**2x more** puck touches/player

**2x more** pass attempts/player


**2x more** change of direction

The sport of hockey teaches some of the most important life-lessons and offers excitement and experience of a life time!


- Fun and fair play
- More children get the chance to play
- More children will experience a feeling of success when playing hockey
- All children, regardless of talent level, will benefit from close action
- Children are excited and motivated to start and continue playing hockey
- Hockey will be more appealing & rewarding to a wider range of children



**FUN!!**



**Lifelong Love  
of Sport**



**Fundamental  
Development**

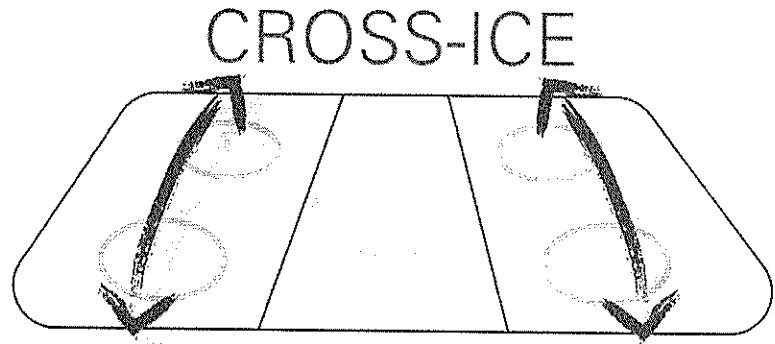
### U7 Division

The focus of the Initiation Division is on skill development for 5 and 6 year old's.

Generally, two ice times per week are allotted to each team. There will be weekend ice slots available for games. U7 practices are usually held Wednesday 5:15-6:15 pm & Friday 5:30-6:30 pm. Times may vary from season to season depending on number of teams as well as the number of players registered.

U7 games are cross-ice with smaller nets. CDMHA has a set of portable boards to be placed on the blue line, to create a space for a cross-ice games.

Cross-ice games allow young players the opportunity for more puck-touches which promotes greater opportunity for skill development (puck-handling, shooting, skating, coordination) and decision-making. Cross-ice games also allows for two games to occur at the same time.



Each team will require volunteers such as Manager, Coach, Assistant Coaches, Team Parent, Jersey Parent, Tournament Director, Safety Persons and On-Ice Helpers. (see Roles and Responsibilities)

There may be jobs needing parent volunteers at home games. Jobs such as running the clock (some parents will need to learn how to do this) and helping put the portable boards up. These should be scheduled ahead of time by the team manager.

The U7 manager will schedule all games throughout the season. During games, all players are entitled to equal ice time.

A team meeting will be held by the Coach and/or Team Manager at the beginning of the regular season to define team jobs. A member of the CDMHA executive will be present to answer any questions.

U7 teams are permitted to participate in any out of town tournament. Each out of town tournament will charge a fee, to be split up among each rostered player.

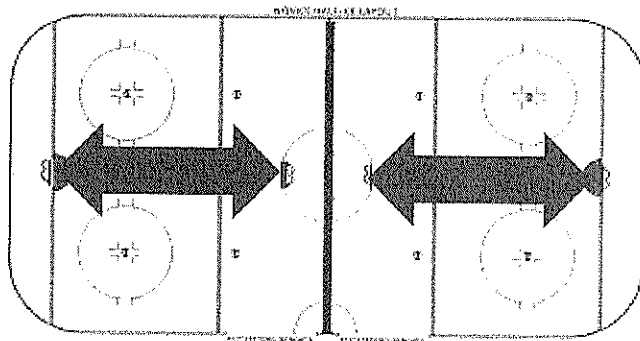
### **U9 Division**

The focus of the U9 Division is on skill development for 7 and 8 year old's along with an introduction to team play in a non-competitive, recreational structure.

Generally, two ice times per week are allotted to each team. There will be weekend ice slots available for games. U9 practices are usually held Tuesday & Thursday 5:30-6:30 pm. Times may vary from season to season depending on number of teams as well as the number of players registered.

U9 games are half-ice with smaller nets. CDMHA has a set of portable boards to be placed on the red line, to create a space for a cross-ice games.

Half-ice games allow players the opportunity for more puck-touches which promotes greater opportunity for skill development (puck-handling, shooting, skating, coordination) and decision-making. All U9 games within BC will be played with the half-ice games and there are significant penalties for associations who do not follow the mandated ice sizes for the Novice Division.



Each team will require volunteers such as Manager, Coach, Assistant Coaches, Team Parent, Jersey Parent, Tournament Director, Safety Persons and On-Ice Helpers. (see Roles and Responsibilities)

There may be jobs needing parent volunteers at home games. Jobs such as running the clock (some parents will need to learn how to do this) and helping put the portable boards up. These should be scheduled ahead of time by the team manager.

The U9 manager will schedule all games throughout the season. During games, all players are entitled to equal ice time.

A team meeting will be held by the Coach and/or Team Manager at the beginning of the regular season to define team jobs. A member of the CDMHA executive will be present to answer any questions.

U9 teams are permitted to participate in any out of town tournament. Each out of town tournament will charge a fee, to be split up among each rostered player.

### **Home tournament**

Each team has been assigned a weekend to host their own tournament. Please check the CDMHA web site or with the Head Tournament Director for your dates.

- All team Tournament Directors are required to attend the tournament meeting at the beginning of the year. Team managers are also encouraged to attend.
- Refer to the Tournament Package that will be handed to each Team Tournament Director for assistance in hosting your team's tournament.



- Each team is responsible for paying the referees during their tournament and CDMHA will reimburse each team for referee fees.
- CDMHA will provide the Sportsmanlike Trophy for each home tournament.
- Tournament Director and Manager are responsible for submitting financials to the CDMHA Executive

### Goalie Rotation

Each season, all players should rotate through the goalie position. The benefits of this rotation schedule are that every player has an opportunity to play in goal and, as an Association, we are training future goalies. It is up to the coach to ensure that all players rotate through this position. There should not be a designated goalie in the U7 or U9 Division.

### Fair Play Code

The CDMHA adheres to “Fair Play” in the recreation league at all levels from U7 up through U18. The emphasis in minor hockey is on skill development and to provide the best hockey experience for all players. If there are concerns with this policy and how it is/is not playing out on your team, please discuss with your Coach or Team Manager. They will bring it to the attention of the CDMHA executive if need be. Fair Play Codes are to be read over and signed by each team official, parent and player. Forms will be given to the team manager.

### Dressing Room Etiquette

- Please ensure to arrive at the rink for practice and games at least 20 minutes prior to the scheduled time to have your child dressed and ready to go on the ice 5-10 minutes prior to ice start time.
- Please ensure that you dress your child in the dressing room and not in the general lobby, they may come to practice dressed.
- ***There are no cameras or other picture-taking devices allowed in the dressing rooms.***

#### Two Deep Method

Players should be supervised at all times.

A lone personnel member should never be in the dressing room with a player at any time, especially when they are showering or changing; two (2) adults should be present together; this is called the “Two Deep Method” of supervision.

- The dressing room is the place where valuable information is communicated, and team bonding is formed.
- Always notify the Coach or Manager in a timely manner when your child will not be able to attend a game or practice.

## **Team Roles and Responsibilities**

The Team First concept is based on teamwork, respect and active participation. Volunteers will be required for the following positions:

- Coach
- Assistant Coach
- On-Ice Helpers
- Team Manager
- Safety Person
- Team Parent
- Tournament Director
- Jersey Parent

### *Coach*

Complete criminal record check and submit to CDMHA Risk Manager.

- Must maintain appropriate Coach's Level of certification for division/category of team.
- Must complete/have valid Coach's Respect in Sport certification.
- Must be in attendance at every game and practice or appoint someone to take his/her place that is eligible.
- Select his/her assistant coaches from names provided by CDMHA Head Coach.
- Make certain that all BC Hockey and CDMHA rules and league rules that apply to that particular team are strictly adhered to.
- Provide a good role model and adhere to the Coach's Code of Conduct.
- Make certain that the players do not step on the ice before the arena buzzer sounds, or before the Referee officials in a game situation.
- Call a team parent meeting at the beginning of the season and delegate team officials: Team manager, Team Parent, Jersey Parent, Safety Trainer, Tournament Director, Team Publicity.
- Make certain team executive is present in the dressing room and that absolutely no form of hazing occurs.
- Attend all meetings that the CDMHA Head Coach may call, and pass along information to the team.
- Select Award recipients for the Year End Hockey Banquet and Awards Night: Most Dedicated, Most Improved, Most Sportsmanship and Leadership.

CDMHA will cover 100% of the registration cost of the coaching clinics and Coach's RIS for all volunteer coaches.

### ***ASSISTANT COACH***

Complete criminal record check and submit to CDMHA Risk Manager.

- Step in and take over when the Coach is absent.
- Assist coach during practices and games.
- Must maintain appropriate Coaches Level of certification.
- Must complete/have valid Coach's Respect In Sport certification.
- Provide a good role model and adhere to the Coach's Code of Conduct.
- Assist in the selection of recipients of the Year End Award selection.

CDMHA will cover 100% of the registration cost of the coaching clinics and Coach's RIS for volunteer coaches.

### ***ON ICE HELPER***

Complete criminal record check and submit to CDMHA Risk Manager.

- Assist coach during practices.
- Must complete/have valid Coach's Respect In Sport certification.

### ***TEAM MANAGER***

Complete criminal record check and submit to CDMHA Risk Manager.

- Make certain that all coaching staff are approved by CDMHA to go on to the ice.
- Maintain updated team rosters, complete with registration numbers, birthdates and Jersey numbers.
- Arrange for games, both home and out of town.
- Book referees with Head Ref for home games.
- Liaison with the Ice Coordinator for extra practice times, home games and ice cancellations. Team's are not to contact the Rec Centre staff directly concerning ice times.
- Advise the Ice Coordinator when they will not be requiring any previously scheduled ice time. Ice Coordinator must be given 2 weeks notice.
- Either attend or appoint a parent to attend CDMHA General meetings. Report on tournaments, games home and out of town.
- Share responsibility for the care of the equipment and jerseys.
- Obtain needed equipment, first aid supplies, etc.
- Complete inter-district form minimum one (1) week prior to all out of province games and tournaments.
- Communicate with CDMHA Vice President and League Commissioners on penalties.

### ***SAFETY PERSON(S)***

Complete criminal record check and submit to CDMHA Risk Manager.

- Adhere to and enforce all rules and regulations as stated in the Canadian Hockey Safety Program.
- Educate all parents and team officials of all rules and regulations as stated in the Canadian Hockey Safety Program.

- Ensure that the all-player medical information sheets are filled out and with the team at every game played.
- Ensure the team First Aid Kit is adequately stocked and with the team at every game played. The team is responsible for any supplies that are needed to be purchased throughout the year.
- Establish an Emergency Action Plan for the team in case the need arises.
- Team Safety Manager must be insured through CDMHA to be able to go on the ice or bench as needed. Must complete Coach's Respect in Sport certification to be on the BC Hockey/Hockey Canada Team Roster.
- Ensure player equipment check is completed at the beginning of the season.

CDMHA will cover 100% of the registration cost of the HCSP clinics and RIS for volunteer coaches.

### ***TEAM PARENT***

Complete criminal record check and submit to CDMHA Risk Manager.

- Advise all parents/guardians of registered player that the parents are automatically a Member of the Minor Hockey Association and are able to attend all general meetings.
- Act as a liaison between their team and the CDMHA executive regarding fundraising, team photos, special events, etc.
- Responsible for phoning team members and advising of games, schedule changes, etc.
- Maintain team bank account. Act as one (1) of three (2) signers.
- Responsible for collection of team dues, out of town tournament fees, and advising coach and manager of members in good/not good standing. Provide financial information to coach and manager.
- Schedule team parents for 50/50 fundraisers, scorekeeper, timekeeper and security jobs for all home games.
- Responsible for paying of referees at all home games.
- Organize and collect fees for year-end awards banquet tickets for players and parents.
- Organize a team wind up party for the team if appropriate.
- Attend CDMHA general meetings or find a parent who can attend.

### ***JERSEY PARENT***

Complete criminal record check and submit to CDMHA Risk Manager.

- Ensure that the uniforms are washed and hung to dry (Do NOT put them in the dryer!!)
- Responsible for transporting team jerseys to and from games.
- Responsible to maintain a jersey inventory at the beginning and end of the hockey season.
- Ensure proper attachment of 'C' and 'A's on jerseys. To be basted on only – NO speed sew, or machine sewing.
- Report to CDMHA Equipment Manager of any lost/missing or damaged jerseys.

### ***TOURNAMENT DIRECTOR***

- Obtain home tournament date from the Head Tournament Director.
- Call a tournament meeting and delegate home tournament jobs as outlined.
- Make up and send out invitations for home tournament.
- Work with hosting coaches and managers on tournament rules and games schedule.

- Notify Ice Coordinator of all ice times required for tournament as well as any changes that may occur.
- A tournament checklist is available to assist the tournament directors.
- Provide Head Referee with tournament schedule in advance to ensure referees are scheduled for your games.
- Provide Recreation Centre with tournament schedule in advance to confirm your flood schedule.
- Provide Rec Centre Concession with tournament schedule in advance to ensure that they have adequate staff.
- Follow up that jobs are being done by parent volunteers.
- Will be available during tournament weekend to settle any disputes, and ensure things run smoothly.
- Will generally do the welcoming ceremonies speech to the visiting teams.
- Hand out trophies and make closing remarks at end of tournament.
- Responsible for counting tournament proceeds and paying bills along with other volunteers.
- Provide a team financial statement to team coaches, parents and CDMHA Executive.

### **Certifications for Team Officials**

All certifications must be completed ASAP. You can volunteer on the ice while taking the certifications, provided you have your hockey ID. You will not be allowed on the ice after December 15 if you have not completed your certifications. The exception being those coaches required to take the hybrid coaching course – in this case, the seminar must be taken before December 15 but the homework can be submitted up until March 31. It is very important that the homework be submitted and received on time or you will not complete the course. The Association will only reimburse you once for taking the hybrid course.

**All volunteer team officials (Coaches/Assistant Coaches, On-Ice Helpers, Managers, and Safety Person) are required to take:**

- Respect in Sport Online Module (Team Officials) [www.bch.respectgroupinc.com](http://www.bch.respectgroupinc.com)
- Criminal Record Check RCMP Office or [www.mycrc.ca](http://www.mycrc.ca)
- C.A.T.T. - Concussion Awareness Training [www.cattonline.com](http://www.cattonline.com)

**PARENT  
RESPECT IN SPORT**

All teams must have at least one parent per family take or to have taken Respect in Sport (RIS) Parent program. CDMHA will not reimburse the parent RIS program.

## **Head Coach and Assistant Coach**

- Coach 1 – Intro to Coach. There are two portions of this certification (on-line and classroom). HU – Online Coach 1/2 which is the online portion and you can sign up for this at [www.bchockey.net](http://www.bchockey.net)

## **Safety Person**

- Hockey Canada Safety Program (HCSP)  
<https://register.hockeycanada.ca/clinic-details/1ed03b14-67c2-6560-ad37-0243d9933572>

## **Obtaining a Hockey ID**

To register for the modules and the coaching course you will need a Hockey ID. This is provided by the registrar once you provide your date of birth. Please contact your Division Director or Team Manager to start the process. Your Hockey ID is tied to your Association insurance, so this must be obtained before you are allowed on the ice.

If you are interested in volunteering, please contact Gord Pruden at [mydisaster75@hotmail.com](mailto:mydisaster75@hotmail.com). Help is always appreciated!

## **Team Pictures**

Team pictures are usually scheduled in late October (exact date/time TBA). Please have your son/daughter fully dressed (without helmet) for picture day. Arrive at the arena 15 minutes prior to your scheduled picture time with the completed order form (to be provided by the Coach/Team Manager).

## **Fundraising**

CDMHA is committed to ensure that its public image, membership and conduct are above reproach. Fundraising activities are intended to provide a source of revenue to augment registration fees and ensure that all ice costs and other operational expenses are funded. In undertaking these activities, CDMHA will ensure that there is no undue pressure placed on parents, families, friends or community businesses.

All players and their parents/guardians are expected to assist CDMHA in meeting expenses through appropriate fund raising efforts. Any player/parent refusing to do their share will be considered "not in good standing: and denied access to CDMHA ice until the situation is rectified.

### **Resources**

#### *Sports Stores*

Lonestar Sporting Goods 250-788-1850

#### *Arenas*

Chetwynd & District Recreation Centre 250-788-2214

#### *On-Line*

Chetwynd & District Minor Hockey Association [www.cdmha.com](http://www.cdmha.com)  
 BC Hockey [www.bchockey.net](http://www.bchockey.net)  
 Hockey Canada [www.hockeycanada.ca](http://www.hockeycanada.ca)

### **CDMHA Executive Members**

President	<b><i>Carmen Gerstel</i></b> Cell: 250-788-5327	Email: <a href="mailto:clg_bg@yahoo.ca">clg_bg@yahoo.ca</a>
Vice President	<b><i>Gord Pruden</i></b> Cell: 250-788-5363	Email: <a href="mailto:mydisaster75@gmail.com">mydisaster75@gmail.com</a>
Treasurer	<b><i>Jackie Neufeld</i></b> Cell: 250-401-3112	Email: <a href="mailto:jlneufeld86@gmail.com">jlneufeld86@gmail.com</a>
Secretary	<b><i>Michelle Van Horn</i></b> Cell: 250-788-6965	Email: <a href="mailto:michellevanhorn79@gmail.com">michellevanhorn79@gmail.com</a>
Registrar	<b><i>Trisha MacTavish</i></b> Cell: 250-788-6225	Email: <a href="mailto:trishamactavish@hotmail.com">trishamactavish@hotmail.com</a>
Ice Coordinator	<b><i>Carmen Gerstel</i></b> Cell: 250-788-5327	Email: <a href="mailto:clg_bg@yahoo.ca">clg_bg@yahoo.ca</a>
Fundraising	<b><i>Amanda Kolosky</i></b> Cell: 250-788-5345	Email: <a href="mailto:mandacait91@gmail.com">mandacait91@gmail.com</a>
Team Parent	<b><i>Brandy Bassett</i></b> Cell: 250-788-5385	Email: <a href="mailto:b-bassett@hotmail.com">b-bassett@hotmail.com</a>
Head Ref	<b><i>Vacant</i></b> Cell: _____	Email: _____
Head Coach	<b><i>PJ Borton</i></b> Cell: 250-401-1984	Email: <a href="mailto:bortonpat@hotmail.com">bortonpat@hotmail.com</a>
Risk Manager	<b><i>Kaylee Labby</i></b>	

	Cell: 250-401-3068	Email: kaylee.marie.labby@gmail.com
Publicity	<b>Stephanie Oakley</b> Cell: 250-788-6103	Email: sroakley08@gmail.com
Tournament	<b>Kylie Jenson</b> Cell: 250-788-6142	Email: bjjenson@telus.net
Web Site	<b>Stephanie Oakley</b> Cell: 250-788-6103	Email: sroakley08@gmail.com
APHL Rep	<b>Carmen Gerstel</b> Cell: 250-788-5327	Email: clg_bg@yahoo.ca
Equipment Manager	<b>Gord Pruden</b> Cell: 250-788-5363	Email: mydisaster75@gmail.com