

Fox Creek Minor Hockey Association

Date: August 25, 2023

Policy: Communication

Purpose: To set direction for proper communication lines to be used for each hockey season.

- Use the 24-hour rule, give time to analyze the situation and let emotions calm.
- Follow FCMHA incident/complaint/appeal/flow chart policy.
- Follow Hockey Alberta (HA) diagram explaining proper communication lines, you can find this on the HA website.
- All member(s) who do not follow both the FCMHA and the HA communication flow chart channels will be subject to discipline and may result in suspension.
- All FCMHA decisions are final.



FOX CREEK
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Fox Creek Minor Hockey Association

Date: August 25, 2020

Policy: Affiliation

Purpose: To set direction for affiliating players.

1. When completing affiliations, the coaching staff from the higher team must tell the coaching staff from the team below who he wants to affiliate. The coaching staff below MUST confirm with the player(s) that they are willing to come-up to the higher team when called before the affiliation papers are completed.... this is a MUST do process to avoid wasting affiliations on players who will not come-up when called.
2. For purposes of clarification, unless an affiliated player has a League, Play-off, Tournament or Provincial game, the player shall be entitled to play or practice with the team to whom they have been affiliated. In the event of practice an affiliated player may practice up to once or twice (at the coach's discretion) prior to a game in which the player will play.
3. The coaching staff of the higher-level team must call the coaching staff on the team below prior to calling up an affiliated player. The coach from the higher team can only call the player with the agreement from the affiliated players coaching staff or affiliated players coaching staff may call the player to inform them of the call up. If the affiliated players coaching staff calls, he will immediately notify the coaching staff above of the players' decision. This process must be followed by both coaching staffs as to contact and allowing an affiliated player to play for the team above.
4. If there are disputes between coaching staffs, the decision of the FCMHA executive is final.
5. An affiliated player shall play for the team above if affiliating team has fifteen (15) or less players, available for the game. Does not apply to goaltenders.
6. An affiliated player cannot step on the ice until FCMHA has signed the affiliation, the affiliation has been signed by Hockey Alberta and affiliation is returned to FCMHA.
7. Coaches should, at every opportunity, encourage the players to play and practice at the higher level when called upon.

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Fox Creek Minor Hockey Association

Date: August 24, 2020

Policy: Anti-bullying

Purpose: To proactively act against bullying on and off the ice. There is no place for bullying within our association, we take a **zero-tolerance** approach. Those who participate in bullying while representing as a member of FCMHA will have action taken against them.

1st offence: Automatic 3 game suspension.

2nd offence: Minimum suspension will be the remainder of the season.

FCMHA executive will make the final decision.



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Fox Creek Minor Hockey Association

Date: September 9th, 2020

Policy: Equipment/Locker

Purpose: To have all equipment provided by FCMHA to teams within our association returned at the end of each hockey season to the equipment managers in good condition. Equipment for the purposes of this policy includes the paperwork, deemed necessary by the FCMHA executive, to also be turned in at the end of the season in a reasonable time frame.

At the beginning of each season, every team in Fox Creek Minor Hockey will be required to leave an equipment deposit of \$250.00 per team payable to Fox Creek Minor Hockey Association.

This deposit will be given to FCMHA Equipment Manager Executive once an inventory of the locker is completed. This is done by the Equipment Manager Executive, along with each team's Head Coach and Manager.

Once the Equipment Manager Executive has all the team's deposits, they will hand the cheque/monies over to the FCMHA Treasurer to deposit.

Deadline for locker deposit is October 15th of the current hockey season.

The cheques will be cashed and returned to the teams once the lockers have been checked at the end of the season. In order for the cash to be returned to a team, that team must meet the following criteria:

- All home and away jerseys assigned at the start of the season returned clean and dry and hung in the respective home and away jersey bags. **Notify FCMHA Equipment Manager if there are any stains/rips etc. **
- Any remaining pucks returned in the locker, every team will have either a puck bag or bucket which must be accounted for as well.
- First Aid Kit returned, and **notify FCMHA equipment manager if/when anything needs replaced (no one will be reimbursed if they purchase replacement items themselves). Also inventory of the First Aid Kits will be handed into FCMHA Equipment Manager at the end of the season.
- Game books returned.
- All paperwork required by FCMHA given to equipment manager to be distributed to proper FCMHA executive.
- All items listed on the inside of the team locker must also be accounted for. **Missing items will be reported to FCMHA Board Executives, who will then decide if the Locker Deposit can still be refunded or not.
- Teams' managers must notify the Equipment Manager of needed repairs to any of the equipment. Understanding that equipment and jerseys are undoubtedly

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subject to damage and will not affect the team's ability to get the Locker refund. This information helps the Equipment Manager prepare for the following season.

- No name bars will be sewn onto the Jerseys. Each team will be given 3 white and 3 black name bar stickers for each player on their team. It is up to the manager to put them on their team's jersey's and change them out throughout the season. These stickers must be removed at the end of the season prior to the locker check and getting the refund back.
- The "C" & "A" sticker, both black and white, are supplied by the FCMHA Equipment Manager. If the team requires more, it is up to the team manager to notify the FCMHA Equipment Manager and they will supply more.
- Any extra items in the locker must be removed prior to the season end locker check. If the item is not on the list, then it's not to be left in the locker. (i.e., Extra trophies/medals or April's hockey gear!!!!)
- There is a shared equipment locker that is available to all teams, this locker has extra practice equipment in it that can be used as needed. The code for this locker will be provided to the manager at the start of the season. If the team chooses to use equipment during their practice, all items must be placed back immediately after the practice for others to use if needed. Any items not on the list must be approved by FCMHA Equipment Manager.
- The fundraising locker code will also be given out at the start of the season to the managers of all teams. Every team is permitted to use the items as needed, we ask that items used be returned at the end of the event they were used for. This locker contains such items as 50/50 tickets, buckets, etc. that can be used for games and/or tournaments. Please notify the FCMHA Equipment Manger if any items require restock or purchased. This locker is, as expected, to be kept tidy and with only items listed on the locker door, if a team wants to store or add to the locker, they must get approval from the FCMHA Equipment Manager.

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Return to Play

This information is strictly confidential and will only be used to assist in the player's safe return to play.

Name of Player

Is able to play following injuries sustained on

Date

Considerations/restrictions with respect to return to play:

Name of treating physician

Signature

Date

Disclaimers Personal information used, disclosed, secured, or retained by the Fox Creek Minor Hockey Association, The Northern Alberta Interlock League, Hockey Alberta, and Hockey Canada will be held safely for the purposes in which we collect it and in accordance with the National Privacy Principals contained in the Personal Information Protection and Electronic Documents Act as well as Hockey Canada's own Privacy Policy.

Please forward to:

Fox Creek Minor Hockey (President)
P.O. Box 897, Fox Creek, AB, T0H1P0
president@foxcreekminorchockey.com



Fox Creek Minor Hockey Association

Incident Report Form

This form is to be utilized in the Fox Creek Minor Hockey Association to report an incident of unacceptable behavior. An incident is unacceptable if they are verbally or physically harassing and/or abusing a game participant player, coach, spectator or official.

Date and time of incident: _____

Name of Offender: _____

Team Name/Association: _____

Witnesses: _____

You can expect an official to investigate your report. Unfortunately, a written response to all reports is not possible as our volunteers do not have the resources to do so.

Description of incident: _____

Name: _____

Address: _____

Phone/Email: _____

Signature: _____ **Date:** _____

Return to:

Fox Creek Minor Hockey-Codes and Conduct

P.O. Box 897, Fox Creek, AB, T0H1P0

gamesandconduct@foxcreekminorhockey.com



Fox Creek Minor Hockey Association

Date: September 06, 2023

Policy: Coach code of conduct

Purpose: To set direction for coaching staff

- No smoking or swearing on the ice, in the box, or in the dressing room.
- Alcohol consumption will not be tolerated at any league or team function.
- The use of illegal drugs could result in a suspension for a minimum of one (1) year.
- Responsible for enforcing rules, discipline, and behaviour of team.
- Become thoroughly acquainted with league and association rules and regulations.
- Attend all meetings with team and parents when required.
- Attend all practices and games. If unable to attend, arrange for someone to take charge.
- Assume responsibility of conduct of players and team officials during practices, games and team functions.
- Any games or practices are under the control of the coach or his designate, and the coach must ensure that ALL players have proper equipment on, including helmet and facemask.
- Goaltenders and players not playing but are on the bench MUST WEAR their helmet and face mask during the game or practice; If player is on the bench without a helmet and facemask the coach will be suspended.
- Advise assistant coaches and trainers of what assistance they can be on the ice during practice.
- Advise players of game times and at what time they are expected to be at the rink.
- Be aware of any medical problems with players; Encourage medical treatment, to the extent possible.
- Abide by association rules and regulations.
- Before players are allowed on the ice, the coach or one of his/her assistants has to be present. After all players are on the ice, all gates are to be properly shut; Ensure that all bench staff have required certification from Hockey Alberta (coach, assistant coach(es), and safety trainers).

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