

KGHA AFFILIATION POLICY

FEBRUARY 2, 2024



1. Statement of Purpose

1.1. The KGHA and the Lady Sens programs believe strongly in the affiliate program and desires to see affiliated players used as often as possible to foster the development of its players. All teams are strongly encouraged to play games with a full roster if there is an opportunity to affiliate from a lower level team. All team officials must respect this policy and make no effort to discourage affiliated players from participating with affiliated teams because of its implementation.

2. Procedure for Use of Affiliated Player:

In all cases of intended use of affiliated players, the following procedure applies:

2.1. The requesting coach (coach intending to use an affiliated player) will email the affiliate's regular head coach, cc'ing the VP of Competitive, to obtain agreement to approach a selected player for affiliation. Permission to affiliate must be granted by the affiliate's regular head coach unless one of the following reasons apply:

2.1.1. There is an issue with discipline involving the affiliated player

2.1.2. The affiliated player is injured

2.1.3. There is an event conflict

2.1.4. The affiliated player is ill

NOTE: Should the head coach of the affiliate's team not be available in time for the requesting coach to obtain permission, the requesting coach may reach out to the KGHA Competitive Committee for permission. The KGHA Competitive Committee will confirm there are no conflicts with the affiliate's team before providing approval.

2.2. Where there is an event conflict, the following schedule of event priorities should be used. The team with the highest event priority will take precedence. Where the event priorities are the same, the highest tiered team will take precedence.

2.2.1. League or playoff game

2.2.2. Out-of-town tournament (where roster is depleted)

2.2.3. In-town tournament game

2.2.4. Practice

2.2.5. Exhibition game

2.2.6. Off-ice team event

2.3. The requesting coach is strongly encouraged to discuss the needs of her/his team and the skill required with the affiliate's regular head coach to determine

which player(s) to affiliate. **However, it is the requesting coach who determined what player(s) are called to the affiliated team.**

- 2.4. Permission being granted: the player in question will be contacted by her regular team coach or with permission from her coach, by the requesting coach to confirm her willingness to play, with the advice that her regular team coach has approved her participation if interested, cc'ing the appropriate convenors. The requesting coach will immediately advise the affiliate's regular head coach and appropriate convenors of the player's decision or vice versa.
- 2.5. If the player is willing, the requesting coach is responsible for ensuring that suspensions and other issues are known and respected and for notifying the affiliate's regular head coach following the game should injuries or suspensions occur. **Despite receiving permission from her regular coach to affiliate with another team, no player is obligated to play with another team.** It should be recognized and respected that some players and parents feel that their loyalty and focus is with their regular team for the season, and some may not be comfortable missing their own team event or joining a team that they were not initially selected to play on for all affiliation opportunities.

3. Pick up Process for Exhibition and League Games:

- 3.1. The requesting coach will contact the head coach of the affiliate player's regular team. The coaches must agree on the player before contacting the player/parent, with the only exception being if the KGHA Competitive Committee provides approval, should the affiliate player's coach not be available or provide a timely response.
- 3.2. The KGHA VP of Competitive will be copied on the request to ensure everyone is aware.
- 3.3. No forms need to be filled out.
- 3.4. In order to add a pickup player on the electronic game sheet, you must follow the steps outlined below:
 - 3.4.1. Log into the RAMP Games Portal via your team login.
 - 3.4.2. The option to request a Pickup (AP Player) will be on the left menu panel.
 - 3.4.3. You will have to provide all the requested information before submitting the request.
 - 3.4.4. Once you complete the request and submit the document, an email will be sent to all the staff of the team that you wish to pick up from.

3.4.5. That team will then have to log into the RAMP Games Portal via their team login to approve the request.

3.4.6. Once the request has been approved, the player will then automatically be added to the Pickup teams Electronic Game sheet.

4. Player and Game Limits:

4.1. A team cannot bring up more than three (3) affiliated players for any given game and cannot exceed the number of registered players on their team. Suspended players cannot be replaced.

4.2. Affiliate players must come from at least one level (AA, A, BB, etc.) below, and from either the same division (U13, U15, etc.) or one below.

4.3. No individual player, used as an affiliate player for OWHA league play, can play at a higher level more than ten (10) OWHA league games during the regular season. If under special circumstances a player is needed to play more than 10 regular season games, a request can be made to the KGHA Competitive Committee.

5. Use of Affiliated Goalies:

5.1. In recognition of the shortage of goalies, teams needing to bring up affiliated goalies for more than 10 regular OWHA league games may request an exemption from the KGHA Competitive Committee.

5.2. In the event that a goalie from a lower level is not available, the OWHA Registrar may approve the use of a goalie from the same level to replace an injured or ill goalie upon provision of a medical certificate. A goalie from the same level may not play for the same team more than three (3) times, or in extenuating circumstance, upon OWHA Board of Directors approval, exceptions may be permitted.

6. Playoff Affiliation:

6.1. No call ups are permitted for playoffs per OWHA policy. Teams will still be required to follow the OWHA call up policy for Playoffs, emergency goalie is the exception with OWHA approval.

7. Playdown Affiliation:

7.1. Affiliation is not allowed by OWHA during playdown games.

8. Suspensions:

8.1. In all the above cases, affiliate players cannot be used to replace a suspended roster player. This includes call ups for practices. A player under suspension can not be called up to fill a practice roster spot.

9. KGHA Affiliation Policy for House League to Competitive:

The following procedures and rules must be followed in order to affiliate a player from house league to competitive. These procedures apply for both practices and games.

9.1. The requesting coach must email vphouse@kgha.ca to formally make the request **BEFORE** reaching out to the player or parent. The respective VP of Competitive must also be copied on the request.

9.2. The requesting coach must indicate the following information in their request:

9.2.1. If known, the name of the player being requested. If no specific player is being requested, please indicate the player position (ie. forward, defense, goalie) being requested.

9.2.2. Date, time and location of practice or game for which the request is being made.

9.3. The affiliation request will be forwarded to the appropriate VP of HL, who will approve the request. If approved, the VP of HL will forward the request to the affiliate player's head coach. Permission to affiliate must be granted by the affiliate's regular head coach unless one of the following reasons apply:

9.3.1. There is an issue with discipline involving the affiliated player

9.3.2. The affiliated player is injured

9.3.3. There is an event conflict

9.3.4. The affiliated player is ill

9.4. Permission being granted, the affiliate's head coach will contact the affiliate player to confirm their willingness to play, CC'ing the appropriate VPs.

9.5. If the player agrees, the requesting coach may then reach out to confirm details.

9.6. If the request is for a game, then the requesting coach will complete the affiliation request in RAMP, and the affiliate's regular coach will approve it.

Please note: The requesting coach is responsible for ensuring that any suspensions and/or other issues regarding the affiliate are known in advance and respected. The requesting coach is also responsible for notifying the affiliate's regular head coach

following the game should injuries or suspensions occur. Despite receiving permission from the regular coach to affiliate with another team, no player is obligated to play with another team. It should be recognized and respected that some players and parents feel that their loyalty and focus is with their regular team for the season.

9.7. Rules & Procedures:

The following rules and procedures always apply in all cases:

- 9.7.1. Suspended players cannot be replaced.
- 9.7.2. Teams may not affiliate more players than the total number of players on their roster.
- 9.7.3. A team may not affiliate more than 3 players at one time.
- 9.7.4. Affiliation requests from competitive at the B level or higher require approval by the House League Directors. Coaches must attempt to affiliate from all lower level competitive teams and provide an adequate reason for needing to affiliate at the house level. In these cases, specific players may not be requested – House League coaches will be consulted for recommendations of players who may be available to be affiliated.
- 9.7.5. Under no circumstances can players or parents be approached BEFORE proper approval is obtained.

Player call up limit is 10 times per player. Approval would be required if more than 10 call ups are requested.

Any other exceptions to this policy can be made at the discretion of the Competitive Committee.

Version History:

Revision Number	Date	Description	Approved by
n/a	2 February 2024	Version 1	Board of Directors