



RISK MANAGEMENT POLICIES

Risk Management is everyone's responsibility, therefore, all members of the Team/Association shall "assist, identify, assess, control and minimize" the risk of bodily injury.

Each team must roster a team safety that holds a current Hockey Certified Safety Person (HCSP) certificate. The team safety, to the best of their ability, will attend all games and practices.

The team safety will be the liaison between the team and the Association via the Risk/Equipment Management Director.

In accordance with the Hockey Canada Safety Program, each team safety will implement and administer all policies and responsibilities.

RETURN TO PLAY:

- a) In the event of a serious injury or illness, where a player is unable to start and/or finish a practice or game and/or is unable to participate in a scheduled practice or game, it is mandatory that a doctor's note be provided to, and retained by, the team manager and the KPMHA Risk Management Director. This also includes injuries and or illness that have occurred during unsanctioned activities.
- b) If a player has a cast or splint, they cannot play until the cast or splint is removed and they have a doctor's note stating they can return to the ice. This must be handed in to the KPMHA Risk Management Director 24 hours prior to ice slot.
- c) The safety of the player is the priority. It is imperative that immediate and constant communication between player, parents, coaching and Executive staff take place. If unsure of the extent of an injury, then one should err on the side of caution and seek medical attention.
- d) The team safety will ensure that the parent receives a BC Hockey Injury Report and it is properly completed and forwarded to the KPMHA Risk Management Director.
- e) The team safety will follow the KPMHA Injury Report Protocol as follows:
 1. The team safety will be responsible for providing the Injury Report to the parent/guardian(s) of the injured player.
 2. The team safety will be responsible for informing the Risk/Equipment Management Director within 24 hours of being notified and reporting/ filing the completed Injury Report with the Risk/Equipment Management Director within the prescribed time limit.
 3. The Risk/Equipment Management will ensure Injury Report completion and forward to BC Hockey.
 4. The Risk/Equipment Management will be responsible for all administration regarding the Injury Report within the prescribed time limit.

All players and team officials must have approval from the Registrar Director to go on the ice or player's bench. Mutual aid and liability documents must be registered prior to the start of the season. Any non-compliance will be subject to discipline.





SMART PHONES AND OTHER MOBILE RECORDING DEVICES

The ability to take photos without others knowing has raised significant concerns. The potential exists for inappropriate/deviant use of camera phones by their operators photographing others undressing and showering in change rooms.

The potential danger of violating an individual's privacy will not be tolerated by KPMHA. Therefore, the use of any electronic device with a camera and/or microphone is prohibited in any recreational facility change rooms during any BCAHA/Hockey Canada or VIAHA sanctioned event.

There will be zero tolerance for violations and suspensions may follow.

BOD EMAILS

All Board of Directors will be assigned an islanderhockey.ca email address. All Executive business must be done through the assigned email address. No personal email addresses are permitted.

LOCKER ROOM MONITORING

DRESSING ROOM

Players should be supervised at all times. A lone personnel member should never be in the dressing room with players at any time, and especially when they are showering or changing: two (2) adults should be present together; which is called the "**Minimum Two Rostered Adults**" rule of supervision. Should separate dressing rooms be required, both dressing rooms require the appropriate adult supervision. Please refer to the BC Hockey Co-ed Dressing Room Policy.

INJURY TREATMENT

The team safety person should avoid treating injuries out of sight of others. Use the "**Minimum Two Adult Rule**" of supervision system.

CO-ED DRESSING ROOM POLICY

- a) In all cases where members of a team include both male and female players, the following dress code will apply in the team dressing room:
 - i. Male players will not undress to less than a minimum of shorts while females are present.
 - ii. Female players will not undress to less than a minimum of shorts and a tee-shirt while males are present.
- b) When separate facilities exist for both male and female participants, males and females shall make use of these separate facilities in order to change to the point that they can adhere to the co-ed dress code noted above (*Note: Once dressed in accordance with the minimum requirements above, all players may return to the team [co-ed] dressing room for the coach Pre-game/Post game talk only*).
- c) It is the responsibility of the team to ensure that these guidelines are followed.





PARENTS IN LOCKER ROOMS

Except for players at the younger age groups, we discourage parents from entering locker rooms unless it is truly necessary;

- I. If a player needs assistance with his or her uniform or gear,
- II. if the player is or may be injured, or a player's disability warrants assistance, then we ask that parents let the coach know beforehand that he or she will be helping the player.

Team parent meetings at the beginning of the year will establish guidelines for this, as teams and coaches may vary.

Naturally, with our youngest age groups it is necessary for parents to assist the players getting dressed. We encourage parents to teach their players as young as possible how to get dressed so that players will learn as early as possible how to get dressed independently.

In circumstances where parents are permitted in the locker room, coaches are permitted to ask that the parents leave for a short time before the game and for a short time after the game so that the coaches may address the players. As players get older, the coach may in his or her discretion prohibit parents from a locker room.

ROAD TRIPS

Ideally, non-parent personnel and players should not share accommodations, regardless of the potential cost savings or other benefits. If sharing a room is unavoidable, be sure that the "**Minimum Two Adult Rule**" of supervision is observed at all times.

TRAVEL TO/FROM GAMES

As per VIAHA Policy, "no player with an `N` Drivers Licence shall drive teammates to an out of town game. It is recommended that players with an `N` Driver Licence be accompanied by a person with a valid Driver Licence when attending an out of town game."

PHYSICAL CONTACT

Team personnel should avoid touching a player. Use the "**Minimum Two Adult Rule**" of supervision system. The comfort level and dignity of the player should always be the priority.

SPORT AND TRAINING FACILITIES

Participants who are minors should never be left waiting in a facility without the supervision of their parent/guardian or personnel member (use the "**Minimum Two Adult Rule**" of supervision system).

