

# North Bay and District Girls Hockey Association



## Rules and Regulations

# **North Bay & District Girls Hockey Association**

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# North Bay & District Girls Hockey Association

## Mission Statement

The North Bay and District Girls Hockey Association is dedicated to creating a place for all girls, regardless of age and ability to participate in, and enjoy the game of hockey. We are committed to providing our players with opportunities to develop their skills, and to play at a level comparable to their ability whenever possible.

## OWHA Code of Conduct

**OWHA Code of Conduct** identifies the standard of behaviour which is expected of all Ontario Women's Hockey Association (OWHA) Members, including athletes, coaches, parents, directors, volunteers, staff, chaperones and others.

OWHA Teams, Associations, Programmes and Leagues are committed to providing a sport environment in which all individuals are treated with respect. Members of the OWHA shall conduct themselves at all times in a fair and responsible manner. Members shall refrain from comments or behaviours which are disrespectful, offensive, abusive, racist, or sexist. In particular, behaviour which constitutes harassment, abuse, bullying or cyberbullying will not be tolerated by the OWHA.

During the course of all OWHA activities and events, members shall avoid behaviour which brings OWHA members or the sport of hockey into disrepute, including but not limited to abusive use of alcohol and non-medical use of drugs. Members shall not use unlawful or unauthorized drugs/narcotics or performance enhancing drugs or methods.

Members of the OWHA shall not engage in activity or behaviour which endangers the safety of others. OWHA members shall at all times adhere to the OWHA Team, Association, Programme and League operational policies and procedures, to rules governing the OWHA events and activities and to rules governing any competition in which the member participates on behalf of the OWHA.

**Failure to comply with this Code of Conduct and/or the OWHA Concussion Code of Conduct may result in disciplinary action, suspension or release from membership. Such action may result in the member losing the privileges that come with membership in the OWHA, including the opportunity to participate in OWHA activities and events both present and future.**

OWHA Handbook – Constitution, By-Laws, Regulations and Rules 2019-20

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**NBDGHA (Executive, Coaches and Players, Members) are governed by the Rules and Regulations of the OWHA please refer to the OWHA Handbook for a complete listing of OWHA Rules and Regulations.**

**Our Teams will observe the Rules of the Leagues we play in as they relate to our participation, and where rules are equal to or more restrictive in nature then those of the OWHA.**

## **RULES**

### **RULE ONE – Rules of Play**

- A. Hockey Canada rules shall be followed, including those specific to female hockey.
- B. The OWHA Executive Committee may amend Hockey Canada rules to be more restrictive in nature.
- C. Leagues/Associations may amend Hockey Canada and/or OWHA rules to be more restrictive in nature.
- D. Teams may only play against OWHA (female) registered teams **unless sanction** is received from the OWHA. (see Rule Two)

### **RULE TWO – Sanctions**

- A. All NBDGHA Teams require approval (Sanction) from the OWHA prior to participating in any games league/exhibition against a non OWHA Team.
- B. The Executive will apply to the OWHA on an annual basis for Team sanctions specific to participation in League/Exhibition play with NOHA Teams/ Associations.
- C. These Sanctions must be submitted to the District 5 Rep from the NOHA prior to the start of the season as required for NOHA League Play in the NDHL/WFMHA.
- D. Copies of these Sanctions will be provided to each team, and kept on file by the Association.

### **RULE THREE – Affiliation and League Play**

- A. NBDGHA through the OWHA is affiliated with the NOHA and its Teams/Associations', this affiliation is limited to special requests/approval for sanctioned league and exhibition play. (Please note this does not permit NBDGHA Teams to participate in non OWHA Tournaments.)
- B. OWHA/NOHA affiliation does not permit player affiliation from one association team to another (OWHA to NOHA) i.e.: female players playing under NBDGHA/OWHA and registered **only** with the OWHA cannot be picked up by an NOHA team for any play, league, exhibition or tournament. As well any female player registered **only** under the NOHA is not eligible for any OWHA play, league, exhibition or tournament.
- C. NBDGHA Executive has the authority and shall determine and request on an annual basis the Leagues and Divisions the Association Teams may be best suited to participate in for League Play.

## **RULE FOUR - Female Development Players**

- A. Female Development Players are recognized by the OWHA as girls who play both OWHA female hockey and also within a HCA affiliated, predominately male hockey program.
- B. This can only occur where League and Association rules permit, and the player is officially registered in both associations.
- C. NBDGHA Players/Teams are restricted by League rules (both WFMHA and NDHL) that do not allow players to play on two teams in the league.
- D. There are circumstances where FDP participation may be possible, if and only when the players NBDGHA team and the other team in question are not participating in the same League.

## **RULE FIVE – Suspensions**

### **\*Important – Please see OWHA Handbook - Rules and Regulations related to Suspensions and Minimum Suspension Guidelines**

- A. All NBDGHA members must follow the OWHA Minimum Suspension guidelines. (Regardless of whether the suspension occurred during an OWHA event or League Play under the NOHA, as such play is OWHA sanctioned)
- B. Minimum Suspensions cannot be appealed.
- C. It is the Coaches responsibility to be aware of any suspensions for Staff or Players.
- D. It is the Coaches responsibility to report all suspensions to the appropriate NBDGHA Competitive/House Team Convener within 24hrs.
- E. It is the responsibility of the appropriate Competitive/House Team Convener to notify the OWHA and NBDGHA President and Vice President (Chair of the Discipline Committee) of such suspensions within 48 hours of the infraction.
- F. It is the responsibility of the Coach to ensure all suspensions are served, and provide copies of the game sheets to support this to the appropriate Competitive / House Convener
- G. Copies of game sheets confirming suspensions have been served must be forwarded immediately to the Regional Director, by the appropriate Convener prior to the Player(s) and/or Team Officials returning to participation in any OWHA sanctioned game or event.
- H. Additional suspensions may be imposed by the NBDGHA Disciplinary Committee wherever conditions and circumstances warrant, the Disciplinary Committee will review as necessary, and monitor all suspensions.
- I. Any Player or Team Official currently under suspension (three games or more) is not eligible for any OWHA activity until his or her suspension has been served. Note that Hockey Canada Regulation “O” states that suspensions are valid in all branches of Hockey Canada.
- J. The OWHA Executive Committee will uphold additional suspensions issued by Associations.
- K. The NBDGHA Executive Committee has the authority to suspend any Player, Coach, Team Staff, Association Member for any breach or violation of any of the provisions of the NBDGHA and/or the OWHA Constitution, By-Laws, Rules and Regulations, and for behavior which brings NBDGHA or its Members or the sport of hockey in disrepute.

## **RULE SIX – Equipment**

- A. Required equipment for females to participate in hockey: Helmet - CSA approved, Facemask – CSA approved, Shoulder pads (chest protector), Throat Protector- BNQ approved, Elbow pads,

Hockey pants or hockey girdle, Gloves, Shin Pads, Pelvic Protector (Jill), Hockey Skates, Socks, Hockey Stick and Hockey Sweater.

- B. It is recommended that every player participating in an Ontario Women's Hockey Association sanctioned game or practice shall at all times while engaged in play or practices, practice drills or scrimmages on the ice surface wear an intra-oral mouth guard.
- C. ***\*NBDGHA Teams/ Players, participating in NOHA Governed League/ Exhibition Play i.e.: NDHL or WFMHA are required by NBDGHA to wear an intra-oral mouth guard while participating in these games.***
- D. It is mandatory that all NBDGHA/OWHA team officials participating in on-ice activities wear a **properly fastened** CSA hockey approved helmet. (Trainers or any other team officials attending an injured player are considered exempt from this rule.) Noncompliance is subject to disciplinary action.
- E. ***\*NBDGHA Competitive Teams are required to wear a standardized uniform (Helmet, pants, gloves) – please refer to Equipment Policy***

## **RULE SEVEN – Tournaments**

- A. NBDGHA Teams may only participate in tournaments which have been sanctioned by the OWHA.
- B. NBDGHA Teams are expected to register and participate in the Association Tournament when appropriate Divisions are available.
- C. ***\*Competitive Teams – May participate in up to 5 out of town Tournaments not including Provincial Championships, permission to attend more OWHA events must be approved by the Executive Committee.***
- D. ***\*House Teams – May participate in up to 2 out of town Tournaments, permission to attend more OWHA events must be approved by the Executive Committee.***

## **RULE EIGHT – Regional Playdowns**

- A. NBDGHA Competitive Teams when applicable will be required to participate in Regional Playdowns with other OWHA Teams registered in the same Division and Category from Region S, District 45 (Nipissing, Sudbury, and Manitoulin) in order to qualify for participation in the OWHA Provincial Championships.
- B. It is the responsibility of each team (Coach/ Manager) with the direction of the Competitive Team Convener and assistance of the Scheduler to co-ordinate the required games with the other team(s) as per OWHA Rules.
- C. All costs associated with Regional Playdowns are the responsibility of the Association.

## **RULE NINE – Provincial Championships**

- A. All Competitive Teams registered through NBDGHA with the OWHA are eligible to qualify and participate in OWHA Provincial Championships
- B. The required Provincial Bond will be paid with the Team ITR (Intent to Register) prior to the deadline on an annual basis to ensure team eligibility.
- C. Each Competitive Team is required to reimburse the Association the amount of this fee as it is a deposit toward the Provincial Championships Tournament registration cost. Intermediate and



Midget AA teams must reimburse this amount no later than February 1<sup>st</sup>. All other teams must reimburse the Association by March 1<sup>st</sup> of each year.

- D. Each Competitive Team is required to submit a “Form A” to the OWHA by the deadline determined by the OWHA on an annual basis in order to remain eligible to participate in Provincial Playdowns/Championships.
- E. If a team does not qualify or declines participation in the Provincial Championships, they will receive this fee back from the Association.
- F. All costs associated with team participation in the OWHA Provincial Championships are the responsibility of the individual teams.

## **RULE TEN – Provincial Banners**

- A. All OWHA Provincial Championship Banners and Plaques remain the property of NBDGHA.
- B. It is the responsibility of the Executive to arrange for Provincial Banners to be displayed by the City of North Bay.

## **RULE ELEVEN – Protests and Appeals**

### **A. Protests**

- 1) Considered to be any complaint or concern, including but not restricted to an issue between Players, Parents and/or Coaches or other Association Member.
- 2) Protests may be filed at any time.
- 3) A Protest must be submitted in writing to the President, stating supporting facts related to the grievance.
- 4) Within 3 calendar days of the Protest being filed the NBDGHA Protest Committee Chairperson shall set a date for hearing the appeal.
- 5) The hearing date will be no more than 10 days after the filing date.
- 6) The NBDGHA Protest Committee Chairperson shall notify all parties if applicable as soon as the hearing date is set.
- 7) The Protest Committee shall render its decision not more than 3 days after the hearing.
- 8) The Protest Committee will encourage and facilitate a Conflict Resolution Process when applicable.
- 9) The Protest Committee may conclude that the complaint be dismissed without further action, or they may refer to the Disciplinary Committee for review.
- 10) The Protest Committee’s evaluation and determination of findings shall be documented and a response shall be forwarded to those involved.

### **B. Appeals**

- 1) Matters that may be appealed:
  - i) Denied Player’s Release
  - ii) Suspension of more than 3 games imposed by the NBDGHA Disciplinary Committee
  - iii) A decision made by another NBDGHA Executive Committee
- 2) Appeals must be submitted in writing stating the reason for appeal and facts supporting the appeal to the NBDGHA President.

- 3) Appeals must be filed within 3 days of receipt of notice of a decision by the NBDGHA Executive Committee or its standing Committees.
- A. Within 3 calendar days of the appeal being filed the NBDGHA Appeals Committee Chairperson shall set a date for hearing the appeal.
  - B. The hearing date will be no more than 10 days after the filing date.
  - C. The NBDGHA Appeals Committee Chairperson shall notify all parties to the appeal as soon as the hearing date is set.
  - D. The Appeal Committee has the authority to uphold, increase, or decrease a suspension/decision.
  - E. The Appeal Committee shall render its decision not more than 3 days after the hearing.
  - F. *The findings of the Appeals Committee shall be reported to the Executive Committee for consideration; all rulings are final and binding.*
  - G. The Appeals Committee shall provide a final report of their findings and ruling and include any suggested recommendations and changes to Association Policies and Procedures as a result of their findings.
  - H. NBDGHA Members may Appeal to the OWHA any decisions rendered by the Association as per OWHA policy.

## **REGULATIONS**

### **REGULATION ONE – OWHA Team Categorization**

- A. The NBDGHA Executive Committee shall determine on an annual basis the Association Teams, Divisions and Categories for the up coming season.
- B. Teams Divisions and Categories will be submitted with the ITR's to the OWHA by the Registrar prior to August 31<sup>st</sup> of each season
- C. Team Categorization may be changed prior to initiation of league or tournament play and at the approval of the NBDGHA Executive and submitted with the team roster for approval before Oct 1<sup>st</sup>.
- D. Teams wishing to request a change in category after Oct 1<sup>st</sup> must request approval from the NBDGHA Executive and then submit to the OWHA for consideration a Request for Re-Categorization form by deadline and with supporting documentation (Form A)

### **REGULATION TWO – Tiering of Competitive Divisions**

- A) NBDGHA Executive will assess on an annual basis the feasibility of forming a Secondary Competitive team in any/all divisions. Consideration shall be given if the following criteria are present.
  - 1) If there is enough Players interested in the program (this may be indicated by the player turn out at Spring Tryouts for Primary Competitive Team in the division, or may be expressed interest by Players/Parents at a later time)
  - 2) A Coaching application has been submitted for the program, or there is an interested person(s) to apply for the Coaching position.
- B) The Coaching Application and Selection process will apply
- C) Team tryouts will be arranged and advertised by the Executive.

- D) The Category of the Primary Competitive Team program in a division shall be determined prior to the Secondary Competitive Teams categorization.
- E) The Executive Committee shall take into consideration the number of players registered in a division and the Associations ability to offer a House Program.

#### REGULATION THREE – Player Allocation, Movement and Team Selection

- A. NBDGHA has the authority to determine how many Players, (skaters and goalies) will be required or permitted on ALL Association Teams (House and Competitive) to a maximum of 17 skaters and 2 goalies (Novice thru Intermediate) as per OWHA policy.
- B. NBDGHA Executive Committee has the authority to determine required Player Movement between House divisions to accommodate player registration and formulation of teams.
- C. Special consideration may be given by the Executive/Convener to permit a player moving to a lower age division to allow for skill development, or for developmental and or physical restrictions.
- D. Player Movement requests by Parents for a Player to move from a lower age division to a higher age division and tryout for a Primary Competitive Team must comply with the Player Movement Policy and Procedure
- E. Competitive Team Tryouts and Selection – please see Policy and Procedure
- F. House Team Pre-Season Evaluation and Player Draft – please see Policy and Procedure

#### REGULATION FOUR – Official Team Rosters

- A. **Competitive Team Rosters** are to be completed by the teams and returned to the appropriate Convener and Registrar no later than September 15<sup>th</sup> so that they can be submitted with appropriate team fees to the OWHA for approval prior to league/tournament participation and the Oct 1<sup>st</sup> deadline. Failure to do so will result in fines from the OWHA and teams will not be eligible for Provincial Championship participation.
- B. **House Team Rosters** are to be completed by the teams and returned to the appropriate Convener and Registrar no later than Oct 15<sup>th</sup> so they can be submitted with appropriate team fees to the OWHA for approval prior to league/tournament participation and the Nov 15<sup>th</sup> deadline.
- C. **Fundamentals Program** participants' information is to be completed and returned to the Convener and Registrar for submission with fees to the OWHA prior to the Nov 15<sup>th</sup> deadline.
- D. Copies of the Team Official Roster are required by the teams for tournament verification, Conveners and or Registrar should also have a copy of each team's roster on file for the Association.
- E. Changes to a Teams Roster (change in info, additions or deletions of players/staff) may be done by the Registrar at the direction of the Convener/Executive as per OWHA policy.

#### REGULATION FIVE – Coaching Applications and Selection

- A. Coaching Applications for Competitive Teams shall be accepted annually by March 15<sup>th</sup> and House Teams by August 15<sup>th</sup> for consideration by the Executive Committee.
- B. The Coaching Selection Committee shall review the applications and complete the screening process as recommended and outlined by OWHA/HCA for all applicants.

- C. Coaching eligibility is dependent upon obtaining a valid Police Check (previous volunteers with Police Checks <4 years old may be exempted from this process). No copies of Police Checks will be accepted, originals only.
- D. In order to be considered for a position applicants must agree to the Coaches Expectations and Commitments as outlined by NBDGHA.
- E. Coaching and Speak Out Certification are not required to apply, however will be required to obtain as necessary by successful Coaching applicants who will be reimbursed by the Association for course fees.
- F. The Coaching Selection Committee will present all applications and recommendations to the Executive Committee for final approval.
- G. Coaches awarded Primary Competitive Teams must be prepared for Spring Tryouts immediately following the OWHA Provincial Championships in April of each season.
- H. Coaches awarded Secondary Competitive Teams are done so with the understanding that a subsequent Competitive Team may not be possible and is contingent upon Player Registrations and/or interest in the program, tryouts for these teams will occur after Primary Team Selection and prior to House Team Evaluation and Draft.
- I. If the Association is unable to run a Secondary Competitive Team in a division the Coach who was conditionally awarded the team may be given the opportunity to apply and be considered to Coach a House Team.
- J. Coaches awarded a House Team shall be prepared for Pre-Season Evaluation and Player Draft in their specified age category, this will occur following the selection of any Secondary Competitive Teams.

#### REGULATION SIX – Team Officials (Coaches, Trainers, Staff)

##### A) Coaches

- 1) All NBDGHA/OWHA teams must have registered, at least one Coach with a minimum certification of National Coaching Certification Program (NCCP) “Coach” Level or Hockey Fundamentals Programme (Hockey Canada Initiation Program-HCIP) for U9, U11, Hockey Fundamentals (U7), and House League. The OWHA recommends that all OWHA competitive teams register at least one female coach. The OWHA recommends that OWHA competitive teams encourage at least one member of their coaching staff achieve NCCP Development 1 Certification. Starting at the U13 level, all U15 and U18 AA teams must have at least one member of their coaching staff achieve NCCP High Performance 1 Certification Regulation.
- 2) All NBDGHA/OWHA Coaches and Assistants are required to obtain their Respect In Sport for Activity Leaders certification.
- 3) These certifications must be available at all times if requested for verification at any OWHA sanctioned event, and certification numbers clearly displayed on all OWHA game sheets.
- 4) All NBDGHA Coaches and Assistants are required to obtain a current Police Check and provide to the Association ***\*every (4) years or as requested.*** No copies of Police Checks will be accepted, originals only.
- 5) ***\*NBDGHA will reimburse the cost of obtaining these certifications. Anyone requiring or interested in obtaining certification must request approval, register and pay for the clinic through the NOHA or OWHA office. Upon completion of the clinic reimbursement of fees shall be done through the appropriate team with proof of receipt attached to email (treasurer@nbgaha.com)***

## **B. Trainers**

- 1) All NBDGHA/OWHA teams must have a registered trainer with a minimum of HTCP Level 1 certification present at all OWHA sanctioned events; Sanctioned events include games, practices and dryland training.
- 2) All NBDGHA/OWHA Trainers are required to obtain their “Speak Out” certification.
- 3) These certifications must be available at all times if requested for verification at any OWHA sanctioned event, and certification number clearly displayed on all OWHA game sheets.
- 4) All NBDGHA Trainers are required to obtain a current Police Check and provide to the Association ***\*every (4) years or as requested.*** No copies of Police Checks will be accepted, originals only.
- 5) All NBDGHA Trainers are required to obtain a current Police Check and provide to the Association ***\*every (2) years, or as requested.***
- 6) ***\*NBDGHA will reimburse the cost of obtaining these certifications. Anyone requiring or interested in obtaining certification must request approval, register and pay for the clinic through the NOHA office. Upon completion of the clinic reimbursement of fees shall be done through the appropriate team with proof of receipt attached to Request for Refund form.***
- 7) ***\*NBDGHA prefers and encourages that the position of Trainer be held by a female when ever possible.***

## **C. Staff / Volunteers**

- 8) All other NBDGHA team staff associated with the Team/Players is required to have “Speak Out” training, and Police Checks (every 4 years or as requested) and shall be reimbursed by the Association through the applicable team. No copies of Police Checks will be accepted, originals only.
- 9) All NBDGHA Teams are to identify a minimum of (4), female dressing room monitors per team, (2) of which are required to be present at all times and available to assist and supervise the players as necessary.
- 10) All NBDGHA Teams are to identify all off-ice staff i.e.: Team Manager(s), Treasurer(s), Dryland Instructors etc. to ensure proper registration through NBDGHA with the OWHA and HCA Insurance.

## **REGULATION SEVEN – Team Finances**

- A. All NBDGHA Teams are required to designate a Team Treasurer who will be responsible for maintaining accurate financial records of Team revenue and expenses.
- B. All NBDGHA are to open a Team Bank Account which requires a minimum of 2 signing authorities. A letter of authorization is available upon request from the Association.
- C. A template for Financial Statements is available upon request from the Association.
- D. Monthly Financial Statements distributed to the Parents is mandatory.
- E. Financial Statements are required to be submitted to the Executive Treasurer through the applicable Conveners 3 times a season. Due December 15<sup>th</sup>, February 15<sup>th</sup> and April 30<sup>th</sup>
- F. Bank Accounts are too brought to a zero balance at season end, with remaining funds or credits returned to the Parents as applicable.

## REGULATION EIGHT – Player Pick Up Consent

- A. A Team/Coach may use “Pick up Players” as per OWHA policy for League and/or Tournament play.
- B. The Coach must first contact the appropriate Convener to notify him/her of the intent to use a pick up player.
- C. The appealing Coach must contact the Coach of the intended Pick up Player to request the use of the player for league or tournament play.
- D. The Coach may then contact the Parent(s) of the intended Player to invite the player, and with the parents permission may speak with the player regarding participation with his/her team.
- E. The Coach is responsible to complete the required paperwork and submit to the OWHA and the appropriate Convener.

## REGULATION NINE – Hockey Canada Injury Reports

- A. Hockey Canada Injury Report Form - This two page form must be completed for each case where an injury is sustained by a Player, Team Official, spectator or any other person at a sanctioned hockey activity.
- B. A NBDGHA Team Official (Coach, Manager, Trainer) are to complete the required form at the time of the injury and report the incident to their appropriate Convener within 24hrs, and forward to the OWHA as per policy.
- C. Completed claims forms must be received by the OWHA Office WITHIN 90 DAYS OF INJURY.
- D. The NBDGHA Team Official and their Convener shall continue with a follow up report on the incident/injury within 7 days and then as deemed applicable.
- E. *\*No Player/Staff following a reported injury shall return to any on or off ice activity without obtaining in writing medical clearance from a physician, which is to be submitted to the appropriate convener and kept on file.*

## REGULATION TEN – Hockey Canada Insurance Certificates

Often teams or associations are asked to obtain proof of insurance for the purpose of conducting their hockey business. In these situations a Certificate of Insurance is required. The *new* OWHA Insurance Guide provides complete details on available coverage and the process to receive special sanction. The following certificate request forms are included in the guide.

The complete OWHA Insurance Guide and Certificate Request Forms can be accessed at [www.owha.on.ca](http://www.owha.on.ca).

**Facility & Ice Rental** – Certificate Request Form **Dryland Training Program** – Certificate Request Form **Dryland Training Instructor** – Certificate Request Form **Special Events & Fundraising** – Certificate Request Form **Special Events with Alcohol** –Certificate Request Form

- A. All Certificate Requests related to NBDGHA Association, or its Teams must be done through the Executive Committee.
- B. The President or delegate will submit certificate requests required by the Association.



- C. NBDGHA Teams requiring Certificates for Dryland Programs/Instructors and or Fundraising must go through their appropriate Convener, who is authorized to submit the request to the OWHA.

#### **REGULATION ELEVEN – Permission to Skate**

- A. OWHA Permission to Skate forms are required by players who wish to try out or skate with a team in another OWHA Association.
- B. Permission to Skate forms are to be requested in writing to the President.
- C. The President or Vice President are authorized to sign the Permission to Skate form
- D. *\*The Executive Committee will not deny a request for Permission to Skate, unless there is reason to believe that tampering has occurred or a Player has attended previous ice sessions illegally. Under these circumstances an inquiry may be required prior to authorization.*

#### **REGULATION TWELVE – Player Release**

- A. OWHA Player Release forms are required for any player who is transferring to play in another OWHA Association, this includes if a player is moving to another City or Province.
- B. Player Release forms are to be requested in writing to the President.
- C. The President and Vice President are authorized to sign Player Releases and a copy must be kept on file with the Association.
- D. *\*Player Release forms will be signed automatically for Players moving to another center, and for Players who have who have the opportunity to participate in a program not offered by NBDGHA.*
- E. *\*Players/Parents requesting a release to another Association to participate in a program that is offered by NBDGHA will require approval from the Executive Committee. Such requests will be addressed at the first available meeting.*
- F. NBDGHA is within their authority to deny a player/parent request for release, if a release is denied the player/parent may appeal this decision to the NBDGHA and/or the OWHA.
- G. OWHA Player Release forms are not required for players who transfer to or from NBDGHA to another HCA, Minor Hockey Association.

#### **REGULATION THIRTEEN – Privacy of Information Guidelines**

The OWHA has developed and implemented a Privacy Policy that outlines the way in which the OWHA collects, uses, retains, safeguards, discloses and disposes of the personal information of prospective members, members, and others including players, parents, related individuals, trainers, coaches, referees, managers, volunteers and employees. The Policy follows the Model Code for the Protection of Personal Information identified in the federal Personal Information Protection and Electronic Documents Act (PIPEDA). To access the complete document go to [www.owha.on.ca](http://www.owha.on.ca) , and see Forms and Policies.

- A. NBDGHA shall identify to the OWHA on an annual basis a designated Privacy Officer.
- B. The NBDGHA shall only collect information required by the OWHA and HCA to register and insure the members and for the purpose of providing hockey programming to meet the individual needs of the participants and the Association.

- C. NBDGHA does not provide or release members' personal information to third party persons or businesses beyond the scope of its required and intended use by NBDGHA the OWHA or Hockey Canada.
- D. The NBDGHA/OWHA recognizes that hockey by its nature is a contact sport and injuries are to a certain extent, inherent in the game. Medical information of the individual may be of assistance in an emergency situation and as such may be requested. Participants/Parents are under no obligation whatsoever to supply this information and may refuse to do so without penalty, the NBDGHA/OWHA will consider receipt of this information from the Player/Parent detailing personal information as consent for its subsequent use in an emergency medical situation.
- E. A member of the NBDGHA/OWHA agrees that the act of registering constitutes implied consent to such use of their personal information by the NBDGHA/OWHA, its Member Teams, their Associations, Leagues and Hockey Canada.
- F. Persons who voluntarily sign up on the NBDGHA Website email list to receive Association information are considered to have implied consent and are responsible to remove their contact information when they no longer desire such information.

#### **REGULATION FOURTEEN – Harassment and Abuse Directive – Hockey Canada**

##### *HOCKEY CANADA POLICY on PREVENTING BULLYING, HARASSMENT & ABUSE*

It is the policy of the Hockey Canada that there shall be no bullying, harassment, and abuse whether physical, emotional or sexual of any participant in any of its programs. Hockey Canada expects every parent, volunteer and staff member to take all reasonable steps to safeguard the welfare of its participants and protect them from any form of violence.

For details please refer to **Fair Play Means Safety for All**, which can be found in the OWHA Handbook [www.owha.on.ca](http://www.owha.on.ca)

##### *Hockey Canada Respect in Sport (RIS) Program*

OWHA volunteers; who work with children, youth or other vulnerable persons **must** complete the Respect in Sport for Activity Leaders Program.

All reports of Harassment and Abuse shall be made in writing to the President.