

2023

OVDGHA -Rules and Regulations

Ottawa Valley District Girls Hockey Association - Rules and Regulations

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Ottawa Valley District Girls Hockey Association - Rules and Regulations

1.0 Introduction

The Ottawa Valley District Girls Hockey Association (OVDGHA) Rules and Regulations are published in accordance with the OVDGHA Constitution. The most current version of the Ontario Women's Hockey Association (OWHA) Handbook is provided on a yearly basis and will be made available to executive members and registered teams for their reference.

2.0 Purpose

- 2.1 These Rules and Regulations shall serve as an extension to, but will not supersede, the OVDGHA Constitution.
- 2.2 All OVDGHA members, by virtue of their membership in the Ottawa Valley District Girls Hockey Association, agree to abide by and comply with the Rules and Regulations.

3.0 Amendments

- 3.1 These Rules and Regulations may be amended in two ways; at the Annual General Meeting or a Special General Meeting, by a majority affirmative vote of the membership, or by the Executive Committee, between Annual General Meetings, again with a majority affirmative vote.
- 3.2 Amendments made by the Executive Committee shall be binding until the next Annual General Meeting and subject to ratification by the membership at the Annual General Meeting or at a Special General Meeting, whichever occurs first.

4.0 Registration of Players, Coaches and Managers

- 4.1 All players must be duly registered prior to participating with any process relating to the selection or operation of an OVDGHA team. The registrar is to officiate all registrations of all players.
- 4.2 The Association shall be organized into age groups and divisions based upon the number of registrations. The executive will organize the teams based on the intake of by age bracket at the time registrations. Maximum and minimum player numbers may be set by the executive. The Association will abide by the OWHA rules as a minimum and will impose their own rules and regulations as required to enhance these rules.

4.3 All OVDGHA teams shall register a coach, a manager, a trainer, and a maximum of three (3) assistant coaches. Team officials shall be registered in accordance with OWSHA regulations.

4.4 Ottawa Valley Thunder (competitive) teams shall, whenever possible, register a minimum of the following full complement of players:

| | Goaltenders | Defence | Forward | Total |
|-----|--------------------|----------------|----------------|--------------|
| U11 | 2 | 6 | 9 | 17 |
| U13 | 2 | 6 | 9 | 17 |
| U15 | 2 | 6 | 9 | 17 |
| U18 | 2 | 6 | 9 | 17 |

4.5 Any deviation from the table must be submitted to the Competition Committee for approval. The new defined team complement becomes the new total player number for that team. The Executive may direct deviations to this table if they are considered to be in the best interests of the OVDGHA.

4.6 If the numbers of players registered warrant, divisions may be divided into House League and Competitive teams. The OVDGHA executive reserves the right to mix age groups within the house league to facilitate league play.

5.0 OVDGHA Aims and Objectives

5.1 The objectives shall be to:

- 5.1.1 Encourage, foster, teach and promote minor hockey within the jurisdiction of the Ottawa Valley District as outlined in the Constitution,
- 5.1.2 Provide maximum opportunity for all eligible individuals to participate without regard to race, creed, color, sex, religion or national origin,
- 5.1.3 Develop community spirit and encourage sportsmanship and good fellowship among all participants, to the betterment of physical, mental and social well-being and
- 5.1.4 Use all revenue solely for the promotion of these objectives.

6.0 Team Operating Revenues and Expenses

6.1 A minimum of two (2) financial statements - interim and final - will be provided to the managers of each team, and treasurer.

6.2 The OVDGHA Treasurer, upon the approval of the executive, may reimburse all team officials the cost incurred for upgrading coaching or training

qualifications to a maximum of \$100.00. Copies of original invoices will be required.

7.0 Competition Committee

- 7.1 A Competition Committee shall be chaired by the Vice President of the Executive (or President in absence of a Vice President) and will contain two other volunteer Executive members. Conflict of interest Section 7.3 applies to the Chair of this committee and to the two volunteers.
- 7.2 The objective of the Competition Committee is to provide timely communication and decisions on behalf of the Executive including, but not limited to, complaints received by the OVDGHA, appeals and to conduct hearings for Association Member infractions of the OVDGHA Constitution and Rules and Regulations. The target is to communicate a decision within two weeks.
- 7.3 Any committee member who is in a position of conflict of interest will be replaced by an acceptable alternate for the purpose of dealing with the issue at hand.
- 7.4 The Competition Committee will communicate the issue to interested parties including, but not limited to, the Executive, the affected team through the team manager and the individuals involved. Due to the nature of certain sensitive issues the Committee reserves the right to limit the distribution of the communication.
- 7.5 The Committee will then gather the required information to make a decision on the issue. The process will involve interviews and may or may not involve a hearing.
- 7.6 A majority decision will rule but it is preferable to make concessions that lead to a unanimous decision by the Committee.
- 7.7 The Competition Committee will then communicate the decision to the distribution used in the original communication per Section 7.4. Due to the nature of certain sensitive issues the committee reserves the right to limit the distribution of the communication.

8.0 Player Selection – Competitive Thunder Teams

- 8.1 All players must be registered with the OVDGHA and must have paid the Thunder try-out fees prior to attending try-outs.

- 8.2 Registration deadlines and try-out schedules will be posted on the OVDGHA website.
- 8.3 Players for Thunder teams shall be selected in accordance with Section 5.0, OVDGHA Aims and Objectives, and their hockey ability. This collective criterion and the process to evaluate this criterion (i.e. try-out plans) must be defined and recorded by the respective Head Coach prior to the commencement of any try-out.
- The try-out plan is to be approved by the President prior to the commencement of any try-out.
 - The plan shall include the names of a minimum of two independent evaluators that are provided by the Head Coach. Non-parent coaching staff qualify for this purpose.
 - The plan will provide specific instruction for the evaluation of goalies.
 - Parents are not permitted on the ice or on the bench during the try-out process with the exception of one certified Hockey Trainer.
- 8.4 It should be clearly understood that this Association will pride itself on credibility and in doing so it is to be understood that under no circumstances will any player receive preferential treatment in regards to team selection.
- 8.5 Thunder competitive team try-outs will consist of a minimum of 3 ice times. Exhibition games may be used in the evaluation process in accordance with OWSA By laws. The roster for exhibition games is at the Coaches discretion.
- 8.6 Players are normally required to participate in all try-out ice times. Participation in a minimum of one try-out ice times/exhibition games are required where missed ice times must be approved in advance by the Head Coach.
- 8.7 Any prospective player who will miss all try-out evaluations for a medical reason must provide, prior to the first try-out evaluation, a medical certificate to the Vice President (Competition Committee). The certificate should document the inability to participate in try-outs as well as the anticipated return to play on or before November 15th of the current hockey season. The Committee will evaluate recommendation and testimonial from the Head Coach, using the process defined in Section 7.0.
- 8.8 The Head Coach will supply the President with a tryout plan and a list of all evaluators 2 weeks prior to tryouts. These must be approved by the President prior to tryouts.
- 8.9 The Head Coach and the independent evaluators are expected to document the performance of all players against the try-out plan. The final team roster is decided by the Head Coach and is not open to appeal except where there is a

violation of the Constitution or the Rules and Regulations of the OVDGHA Association.

- 8.10 Releases are normally made after the final try-out ice time unless a special request is made by the Coach to the Executive. The Executive will provide oversight during all releases.
- 8.11 Players who are evaluated at skill level which puts them in a risk and safety position may be restricted from any further tryouts. The Head Coach shall contact the Risk & Safety Officer so that they may be able to evaluate the player before they are released.
- 8.12 Coaches must not announce their player selections until they make their final releases. Head Coaches are encouraged to be supportive and positive when releasing a player.
- 8.13 A player who wishes to play at a higher level than her actual age must first be released by the Head Coach of the Thunder team at her level. The request is first made in writing to the Competition Committee. The Competition Committee will solicit input from the Executive and the Coaches and will then assess the request based on the player's ability considering the best interest of player and the Association. A ruling on the request would be subject to the rules of the ODWHA and OWHA.
- 8.14 A player under the required age of the lowest level team fielded for the OVDGHA Thunder current season who wishes to tryout must first get approval from the executive through a competition committee. If the player is approved to try out,
 1. A competition committee will be formed
 2. The player will be evaluated at the first 2 tryouts by the committee and without input from the coach
 3. The player will be graded by the committee and the player must be ranked in the top 5 skaters or top goalie
 4. If the player fails to be ranked in the above positions, he/she will be released from tryouts
 5. There will be exceptions if players are needed in order to fill out a roster.
 6. The committee's decision is final.
- 8.15 Team Rosters will be finalized in accordance with Hockey Canada and OWHA policy.
- 8.16 **House league teams** – all house league teams will be formed upon the completion of registration. Depending on the number of players registered, “sort-out” ice times may be used in order to determine skill level of players. Players, regardless of size and ability, will be given equal ice time.

9.0 Injury Return to Play

9.1 Any OVDGHA player who seeks medical attention due to an injury sustained while playing or practicing during the course of the hockey season must follow the Hockey Trainers Certification Program return to play policy. Notes will be provided to the team trainer before returning to practice or games as follows:

- muscular and skeletal injuries (excluding fractures) can be signed off by physicians, chiropractors, physiotherapists, or nurse practitioners,
- fractures as well as all neurological injuries including spinal injuries and concussions must be signed off by a physician and
- the Hockey Canada Injury Report Form related to the insurance program still needs to be completed by a physician or a dentist if a dental injury occurs.

10.0 Transfers/Releases

10.1 Transfers and release of players shall be in accordance with ODWHA and OWHA policies.

10.2 Permission to skate and release authority will be considered for decision by the executive as they arise and decisions will be on a “case by case” basis. It is the OVGHA’s belief that players should have the opportunity to play at the highest level of hockey attainable. Therefore, we will provide permission to skate and releases to players who choose to play at a division not offered by our association at the competitive Thunder level.

10.3 Beginning the 2024/2025 season, players who exit the association for a level of play offered by OVDGHA could be denied registration for 2 years. Those players meeting the above criteria are required to make an application (to include reasons for exit/return) to the board should they wish to return and will be evaluated on a case by case basis.

11.0 Selection of Coaches

11.1 Coaching positions shall be advertised annually prior to the Annual General Meeting on the OVDGHA website and in those newspapers/radio stations deemed appropriate by the Executive.

11.2 A cover letter and coaching resume will be considered sufficient in order to apply for a coaching position. A current Criminal Record check will be required from all coaches and team officials prior to participating in OVGHA activities. It is recommended that a copy be included with the coaching application.

- 11.3 References shall be provided and will be contacted. Additional references may be solicited by the Selection Committee.
- 11.4 A Coach Selection Committee will conduct the Coach interviews. The Coach Selection Committee will consist of minimum 3 members, ideally all executive members. If necessary, the committee may have one non-executive member with experience in selecting hockey coaches on the committee.
- 11.5 The Coach Selection Committee will make recommendations for selection subject to final vote and approval by the Executive.
- 11.6 The Coach Selection Committee will establish a selection framework based on the following criteria:
- Coaching Qualifications: All Coaches must be qualified to the minimum standard as set out in the most current OWHA handbook.
 - All Coaches must have achieved the Respect in Sport certification prior to the first league game of the season.
 - Past coaching evaluations (where available) that are obtained from a credible process shall be considered.
 - Collective evaluation from the interview with the Coach Selection Committee shall be documented as part of the selection process.
 - An audit trail for each applicant will be established, containing the application letter/form, coaching portfolio where available and interview notes.
 - Preference will be given to candidates who have demonstrated the attributes of an effective teacher, motivator, leader and community-minded person.
 - Interviews will be conducted in person or by virtual/conference call and NOT by e-mail.
 - Candidates should be made aware that, when applying for re-appointment to a team, they will be considered equally along with other candidates.
 - Candidates should be made aware that, if they are the only candidates for a specific team, this does not guarantee them the position.
 - Candidates who are unsuccessful for their preferred team will be considered for other appointments equally with other candidates.
 - Recommendations of the Coach Selection Committee shall be put forward to the Executive for approval by a majority vote.
 - Coaches shall be appointed annually.
 - Selected coaches shall be subject to background checks as required by the Rules and Regulations of Hockey Canada, ODWHA and OWHA.
- 11.7 The Head Coach may select the Assistant Coaches, Team Manager and Trainer provided that they are in good standing in the Association. Disputes regarding these selections will be dealt with by the Competition Committee per Section 7.0.

12.0 **Affiliated Players**

12.1 All OVGHA Thunder teams are expected to play with the full complement of players as defined in Section 4.4.

12.2 The selection of affiliation players is the decision of the Head Coach and subject to the rules of the ODWHA and OWHA Affiliated Player Regulations.

12.3 Affiliated players are only to be used in game situations in the absence of a regular player, due to suspension, illness, injury or absence for exams. The full complement team size is defined in Section 4.4 of these Rules and Regulations.

12.4 Coaches and/or managers wishing to use affiliated players must obtain permission from that player's coach or manager. At no time shall the player or parents in question be approached prior to approval having been obtained.

13.0 **On-ice Helpers**

On-ice helpers are selected by the Head Coach to provide assistance to team officials while gaining knowledge and experience in a teaching type role. This is not designed as an opportunity for players to get extra ice time. Some of these volunteers are adolescents wanting to collect high school volunteer hours and/or are young adults looking to take on different roles in hockey.

On-ice helpers are approved by the President, Vice President, or Risk and Safety Officer using the following criteria:

- An individual who volunteers within the OVDGHA must be; a “registered” member within our hockey association. This ensures that insurance coverage has been secured.
- The individuals may volunteer with a team during practices. She may only be a demonstrator/helper and is not to participate in any scrimmages or drills as a player would.
- The individual must be at minimum one age division higher than the team they are volunteering with. She is not permitted to volunteer as an on-ice helper with a team at the same or higher division.
- The individual must wear full hockey gear including a CSA certified helmet and facial protection (as required by their level of hockey), a BNQ certified neck guard (as required by their level of hockey) as well as hockey gloves and skates.

14.0 **Registration Fees and Delinquent Accounts**

14.1 A set fee for registration for house, inter-house, or development programs will be decided upon by the executive each year based upon costs and financial status of the association. There is a late penalty fine of \$50 for

registration after October 10th. A \$25 charge will be applied to all NSF cheques.

- 14.2 During the Thunder (competitive team) try-out process, the Executive shall present the player families with a budget for the upcoming season with a fee payment schedule.
- 14.3 Recognizing that the OVDGHA operate on a user pay system, the Association will remain as flexible as possible to allow families to follow alternate payment schedules.
- 14.4 Request for an alternate fee payment schedule shall be made in writing to the President and will remain confidential within the OVDGHA Executive and the Team Manager.
- 14.5 Families who are unable to meet the agreed to fee payment schedule and who continue to make payments in good faith shall;
- be permitted to complete the season,
 - be given until April 1st to pay the outstanding balance,
 - require payment in full in order to attend try-outs the following season and
 - ODWHA/OWHA/HEO may be advised of the delinquent account thus forfeiting future registration in minor hockey.
- 14.6 Players with delinquent accounts who do not follow the requirements set out in Section 16.3 will be notified in writing that they are suspended from play with the OVDGHA.
- 14.7 Refunds – Any house, inter-house, development player who requests a release in writing to the Registrar will receive a full refund (less administration fee of \$50) until Sept 15, a 50% refund from Sept 15 – Oct 15 and No refund after Oct 31.
- Any Thunder competitive team player who requests a release from the team will be required to pay:
 - a minimum fee equal to the first installment after skating with the Thunder or
 - a pro-rated fee based on the number of regular season games played if more than ¼ of the games have been played
- 14.8 Players being added to a team roster will be required to pay the try-out fee and new player fee if applicable. The remaining fees described in section 14.2 will be pro-rated based on the number of regular season games remaining versus the total scheduled to be played.

15.0 Dress Code, Player's Uniform and OVDGHA Wear

- 15.1 Each team shall wear the supplied jerseys in home and away colour with matching socks for each game. The colour of the jerseys shall be those of the Chicago Black Hawks.
- 15.2 Black gloves, pants and helmets are mandatory for all competitive Thunder team members with the exception of goalies and affiliate players.
- 15.3 The use of name bars is not mandatory. If used, the responsibility for purchase and sewing of name bars lies with the team through the Team Manager and equipment officer. Name bars must be affixed to the sweaters on the back of the jersey above the player number. The name bar must have matching font and the colour selection must be consistent. Approval of the name bar selection must be obtained through the Equipment officer.
- 15.4 Bench staff dress code is smart casual preferably with an approved OVDGHA/Thunder logo jacket for all games including exhibition games and tournaments. Dress code for all players is smart casual and/or association approved tracksuit/hoodie with sport style pant. Trainers will be an exception and may wear appropriate attire to remain able to respond to emergencies on the ice.
- 15.5 Any player, parent or bench staff member may purchase the approved OVDGHA/Thunder apparel. No Thunder logo /crest will be affixed to any clothing without the prior consent of the Executive.
- 15.6 All players will properly wear CSA approved equipment as required by Hockey Canada and OWHA at all times they are on the ice including neck guards and helmets.
- 15.7 Bench staff participating in on-ice activities require skates, helmet and gloves.
- 15.8 Individual team fundraising will be determined on a case-by-case basis, with the exception of 50/50 draws at home games. Teams must first have exhausted their allotted funds prior to considering fundraising and submitting a proposal. Teams are required to submit a proposal detailing the amount required and purpose of the fundraiser for approval from the executive. Fundraising must be geared toward association promotional tangible items (e.g. Thunder apparel) and/or player development. Any funds in excess of the proposed amount will be forwarded to the association.

16.0 **Discipline**

- 16.1 The code of discipline of the ODWHA/OWHA shall be the document used for the assessment of major penalties, subject to any other code of discipline when participating in games outside the jurisdiction of ODWHA/OWHA.
- 16.2 The Competition Committee and/or the Executive as a whole shall have the power to suspend, discipline or expel any team, team member, team official, game official or any person associated within whole or in part in the OVDGHA program when said person(s) fail to observe any Rule and Regulation herein contained, contained within the Code of Discipline of ODWHA/OWHA or Hockey Canada or whose conduct is found to be detrimental to the OVDGHA hockey program.
- 16.3 The OVDGHA President shall be empowered to suspend or set aside the suspension of any player, team official, association member, etc. until such time as a proper hearing may be convened to rule on the case.
- 16.4 A coach, at his or her own discretion, may suspend a player for up to one (1) game. The Chair of the Competition Committee must be notified. The Competition Committee must approve further disciplinary action that goes beyond the one (1) instance of one (1) game. As is always the case, motivational and disciplinary actions should be applied consistently and without regard to the perceived "importance" of a player to a team.
- 16.5 Discipline that is administered by the Competition Committee or by the OVDGHA Executive as a whole shall be documented and may contain;
- a verbal warning or
 - suspension from participation in league and tournament play for those duly registered with a team or in the case of a parent/guardian, refusal to allow that person to attend an arena or hockey team function for a period of time as determined to be appropriate.
- 16.6 What follows is the OVDGHA/Thunder Policy on Coaches influence on non-Thunder related activities. Coaches may not under any circumstance prohibit any activity which does not directly time conflict with team events. Players are expected to attend all team activities, on time, properly prepared, and sufficiently rested to participate. Coaches are responsible to assess player's preparedness and ensure that they are not unduly fatigued. Should players be unable to participate, coaches may impose sanctions according to team rules.

17.0 Code of Conduct

17.1 Purpose

The purpose of the Code of Conduct is to clearly state the expectations of Coaches, players, parents and spectators for the hockey season.

17.2 Coaches Code of Conduct

- I know that winning is a consideration, but not the only one, nor the most important one. I will care more about the child than the winning of the game. I will remember that players are involved in minor hockey for fun and enjoyment.
- I will be a positive role model to my players, display emotional maturity and be alert to the physical safety of my players.
- I will be generous with my praise when it is deserved. I will be consistent, honest, fair and just. I will not criticize players publicly. I will learn to be a more effective communicator and coach. I will not yell at my players.
- I will adjust to the personal needs and problems of my players, be a good listener, and never verbally or physically abuse a player or official.
- I will give all players the opportunity to improve their skills, gain confidence and develop self-esteem. I will teach them the fundamentals of the sport and the skills and tactics required to play the game.
- I will organize practices that are fun and challenging for my players. I will familiarize myself with the rules, techniques and strategies of hockey. I will encourage all my players to be team players.
- I will maintain an open line of communication with my players' parents. I will explain the goals and objectives of my association.
- I will be concerned with the overall development of my players. I will emphasize good health habits and clean living.
- I agree that if I fail to abide by this Code of Conduct will be subject to discipline as prescribed by Section 16.0.

17.3 Sportsmanship

Good Sportsmanship is expected and required of all players, coaches, parents and spectators. All league, association and Hockey Canada rules will be strictly enforced. All players will treat their own team mates and their opponents with respect. Players will not criticize their team mates, but they will be courteous, supportive and cheer them on in a positive manner. Parents will not focus on winning or losing, but rather the growth and development of the team and their child.

17.4 Players Code of Conduct

Players are expected to conduct themselves according to the following code whether it is a team function, practice, game or tournament.

- Play for the fun of it, not just to please parents and coaches.

- Remember the goals of the game are to have fun, improve your skills and feel good.
- Play by the rules and be a good sport.
- Do not permit their actions or words to embarrass their team mates, their coaches, their opponents, their supporters, their family or the referees, and by so doing will not embarrass themselves.
- Control their temper. Refrain from “mouthing off”, swearing, breaking sticks, throwing gloves or other equipment. Never argue with the officials’ decision, allowing the captain or coach to ask as necessary.
- Use best efforts at all times, show respect for team mates and the team and play with the realization that goals and objectives for personal success are less important than the team success.
- Respect their opponents (even if your opponent doesn’t show respect) and play fair, clean and competitive. They will not allow themselves to take cheap shots, run goalies or incur needless or unnecessary penalties by undisciplined play. Treat all players, as you yourself would like to be treated.
- Cooperate with the coaching staff, accept the directions of the coaching staff concerning hockey and will show respect by keeping quiet and paying attention when the Coaches are speaking.
- Remember they are representing themselves, their parents, their team, their sponsor and the OVDGHA Thunder at all times, including travel to and from the arena.
- Avoid the use of drugs, tobacco and alcohol.

17.5 Parents Code of Conduct

Parents are expected to conduct themselves according to the following code whether it is a team function, practice, game or tournament.

- Enjoy your child’s participation in sport.
- Respect your child’s identity and let them live their own successes.
- Ask your child about highlights rather than performance.
- Encourage your child to participate, work hard and listen to coaches.
- Do not pressure your child beyond their capabilities instead promote that doing your best is more important than winning.
- Support the coaches and communicate any concerns directly and professionally.
- Be involved for the good of the team.
- Be respectful of the referees, coaches, all players, parents and spectators at the rink.
- Ensure your daughter has the proper equipment.
- Never abuse a player or coach physically or verbally.
- Never discipline your daughter in the presence of the team.

- Never ridicule or yell at your child for making a mistake or losing a game.
- Be a full-time spectator with positive cheers only in victory and defeat.
- Do not coach or shout directions from the stands.
- Do not use profanity.
- Show appreciation for the volunteer coaches who give their time to coach hockey for your child.

17.6 Spectator Code of Conduct

Spectators are expected to conduct themselves according to the following code whether it is a team function, practice, game or tournament.

- Remember that participants play hockey for their enjoyment. They are not playing to entertain you.
- Do not have unrealistic expectations. Remember that the players are not professionals and cannot be judged by professional standards.
- Respect official's decisions and encourage participants to do the same.
- Never ridicule a player for making a mistake during a game. Give positive comments that motivate and encourage a continued effort on and off the ice. Do not use bad language or harass players, officials, coaches or other spectators.
- Refrain from yelling directions to players, coaches or officials.
- Cheer in a positive manner, especially for exciting plays, individual efforts or team accomplishments.

17.7 Communication with the Coaches

Parents shall not approach the coaches before, during or after games or practices/Tryouts for a period of 24 hours to discuss issues about their child.

Congratulations and other general remarks are appropriate but DO NOT discuss negative issues when emotions are high. The coaching staff endorses the code of conduct and encourages all parents to utilize the proper procedures and chain of command when dealing with sensitive issues. All parents, coaches and players are expected to communicate in a positive professional manner. Parents are reminded that it is a coach's job to coach, and his or her decisions are done for the best interest of the team.

If you have a concern or problem with your child, put it in writing and deliver it to the Team Manager who will contact the Competition Committee Chair if the concern cannot be addressed at the team level. No problems will be addressed unless they are received in writing first. Adhere to the 24-hour rule.

These Rules and Regulations become effective 2023 August 2 and when signed will be the governing directive for the Ottawa Valley District Girls Hockey Association.

Ryan Shand

Candice Stephenson

President – signature

Vice President – signature