

Thorhild Minor Hockey Policies

Revised 2020

1. Players, Coaches and all other Team Officials must abide by the rules and regulations set forth by HC, HA and any League(s) they are apart off.

2. Fees

a) Ice fees for the 2020/2021 season are as follows

i. Players fees are

➤ Learn to skate	\$75.00/session
➤ Figure/Power skate	\$100.00/session
➤ Initiation	\$200.00
➤ U9	\$400.00
➤ U11	\$475.00
➤ U13	\$575.00
➤ U15	\$675.00
➤ Angels	\$675.00
➤ U18	\$775.00

a) These fees include the estimated ice usage, administration fee (\$35.00) and minor sports fee (\$12.00). Fees are assessed and may be adjusted at the Annual General Meeting, after season expenses are calculated

All fees may be paid in full by October 31, or in two (2) equal payments by October 31 and November 30.

Note: 2020/2021 fees are to be paid in four (4) equal instalments. Only option for this season. First payment due by August fifteenth (15)

Note: All late fees may be assessed a ten (10) percent penalty.

All players with outstanding fees will not be allowed on the ice until the previous season's fees AND first half of current season's fees have been paid in full.

b) Club goalie equipment requires a five hundred (\$500.00) dollar deposit per season. If needed off-season (i.e. goalie school, hockey school or try-outs) then one hundred and fifty (\$150.00) dollars will be charged as well as the five

hundred (\$500.00) dollar deposit. The one hundred and fifty (\$150.00) dollars is broken down into seventy five (\$75.00) dollars for the pads and twenty five (\$25.00) dollars each for the other three (3) pieces.

- c) If a player quits during the hockey season, no reimbursement of fees will be given. If a player is no longer able to play due to a medical/injury reason that is verified by a doctor's note said player may be eligible for reimbursement if approved by the Board.
- d) A late registration fee of seventy five (\$75.00) dollars may be charged to players who register after the final registration meeting, exceptions to this will include imports and players eliminated from try-outs.
- e) Players must be registered in order to receive a release from TMHA regardless if there is a registered team or not.

3. Remunerations

- a) Travel to league meetings will be reimbursed at a set rate of forty cents (\$.40) per kilometer.
- b) Coaches will be reimbursed for any coaching certificates they complete. They must receive prior approval from the Vice-President beforehand.

4. Fundraisers

- a) All fundraising activities beyond the Association level require the approval of the Fundraising Director.
- b) Fundraising for individual teams shall be a team activity and responsibility. The Association does recognize the desire for individual teams to participate in fundraising activities to defer the costs of tournaments, additional ice rentals, etc. Team fundraising activities may include product sales (i.e. Meats and chocolates etc.), bottle drives which do not involve the solicitation of businesses. Teams and individuals that undertake such activities are representing the Association (whether intentionally or not) and are therefore subject to TMHA policies and procedures and are accountable for their actions.
- c) Fundraising is to be kept to a reasonable level for justifiable hockey team expenses.
- d) All team fundraising activity is to be documented, collected and disbursed as per TMHA policies and procedures and Alberta Gaming and Liquor Commission

(AGLC) guidelines. Documentation must be submitted to the team parents and Fundraising Director within thirty (30) days of the event. The Fundraising Director will present the report to the Board of Directors.

- e) Any refunds to parents/guardians or players are not to exceed the amount of cash contributed to the team by the individual parent/guardian or player. In other words there is to be absolutely no fundraising for individual gain.
- f) Certain activities, such as raffles (i.e. 50-50 tickets) requires approval and licensing by the AGLC. It is the responsibility of the individuals obtaining such approval to ensure that all requirements are met and the Association is not penalized.
- g) Use of the name, logo or other property of the Association for fundraising purposes requires prior approval of the Board of Directors.
- h) These guidelines apply to groups of teams (i.e. tournament committees and their constituents) as well as individual teams and their members.

5. Tournaments

- a) Each team is encouraged to host a tournament.
- b) A cheque of five hundred (\$500.00) dollars will be given to each team as seed money to fund home tournament expenses. This money will be reimbursed to TMHA out of the gross raised from the tournament.
- c) All money raised and tournament entry fees will be turned in to the Treasurer of TMHA. The Treasurer will then pay all expenses incurred from the tournament. The remaining money will then be split fifty/fifty (50/50) between TMHA and the team. Tournament organizers will ensure all bills are handed in to ensure timely payment.
- d) Teams must pay for their own away tournaments. Teams may request funds for team bus rental. This will only be given if approved by a vote of the Board.
- e) Teams may fundraise to pay for away tournaments, however they may not do so by any means requiring a AGLC licence.

6. Volunteer Deposit for Association and Team Duties.

- a) Families may be required to sign up for various duties for the Association, as well as each team they are involved with. These duties shall be fulfilled throughout the season. A list of duties to sign up for will be made available at the registration meeting in the fall.
- b) A March 31st postdated volunteer cheque of four hundred (\$400.00) dollars may be required by each family to cover volunteer positions. If required this cheque must be handed in by October 31st.

7. Codes of Conduct

- a) Code of Conduct pledges must be signed by Players, Parents, Coaches and Team Managers prior to the start of the season. Coaches only need to sign once.

8. Head Coaches

- a) If more than one person would like the head coaching for any team, those people will present their reasons for coaching to the parents and players. The parents and players will then vote for their choice of Head Coach by a secret ballot. The ballots will be counted by a member of the executive who does not have a player on the team.
- b) TMHA reserves the right to remove any Coach or Team Manager from all TMHA participation for any Bylaw Violations stated in Bylaws: 20.2 1-5. At this point an Assistant Coach/Team Representative will assume team operations until a suitable replacement is found.

9. Parents

- a) From Peewee and up parents will only be allowed in the dressing room at the discretion of the Team Manager and Head Coach. Parents will be allowed unrestricted access in any level below Peewee.

10. Respect in Sport

- a) Any person on the ice must be a registered Coach who has completed the Respect in Sport for Coaches. Absolutely no exceptions. If parents are needed on the ice they must first be registered as a coach or trainer. This includes private

instructors on TMHA ice times. All personnel on the ice must wear a CSA approved hockey helmet with chin strap securely fastened.

11. Appropriate Gear on Ice

- a) See Bylaws General Regulations twelve to fourteen (12-14).

12. Bantam and Midget Time box

- a) Bantam and Midget levels must have three (3) volunteers in the time box and penalty box. If minors are helping in the penalty box they must wear full gear.

13. Team Managers and Team Representatives

- a) Team Managers and Team Representatives are members of the Board of Directors.

14. Mouth Guards

- a) To be worn at the discretion of Players and Parents.

15. Dressing Rooms

- a) From U11 and under both genders may change in the same dressing room at the same time with the presence of two (2) adults. Players Peewee and older may not change in the same room at the same time. It is the responsibility of the Coach to ensure all are involved in pre-game and post-game activities. If separate dressing rooms are not available players will dress, undress and shower in shifts.

16. Rushing

- a) Initiation (rushing) of any players is strictly prohibited in any age group. Anyone caught or charged with rushing will be suspended for one (1) month of all team activities. Anyone caught will not be allowed to participate or watch in any games or practices. These individuals will have the right to have their case brought forward to the discipline committee.

17. Spectator/Fan Conduct

- a) Any abuse by fans will NOT be tolerated. Fans who are abusing a referee, coach, parent or other fans in our home rink will be asked to leave. Follow up by the RCMP will be at the discretion of the TMHA Board. Parents or spectators abusing this policy in other arenas will be dealt with at the discretion of the TMHA Board, but may be asked to refrain from attending future games.

18. Important Dates

- a) June 30 – Deadline for League Bylaws and Regulations to be submitted to HA office.
- b) October 15 – Deadline for MHA's to submit order for Team Registration.
- c) November 15 – ALL teams must be properly registered by this date, or their first League game; whichever occurs first.
- d) November 15 – Deadline for Team Officials to complete required certification.
- e) December 15 – Deadline for all Affiliations.
- f) January 10 – Deadline to register/release a player.
- g) February 10 – Deadline for player registration with special permission. Application must be made to Hokey Alberta in writing.
- h) July 15 – Return to home transfers need to be completed

Return – to – Play Guidelines

Hockey Alberta has implemented “Return-to-Play” guidelines for Minor Hockey Associations to follow regarding players who may have suffered a possible concussion. If a Coach, Team Manager or any Safety personnel believes that a player is showing any signs of concussion they should not allow that player to return to the current game or practice. If a concussion is suspected you should seek medical attention immediately. If it is confirmed that a player has suffered a concussion then the following steps must be followed before they are allowed to return to play:

1. No activity, complete rest; no symptoms.
2. Light off-ice exercise, like cycling or walking; no symptoms.
3. Sport specific activity without body contact, like skating or stick handling; no symptoms.
4. On-ice practice without body contact; no symptoms.
5. On-ice practice with body contact; no symptoms
6. Game play; no symptoms.

*** Each step should take at least one day. ***

Team Managers Responsibilities

1. Financial
 - a. Collect fees and fundraising money and submit to the Treasurer
 - b. Collect fifty –fifty (50/50) profits and submit to the Treasurer.
2. Registration Forms and Cards

- a. Ensure registration forms are completed, including Code of Conduct. All forms must be available at all practices and games.
- b. Rosters are available at all practices and games
- c. Return all registration forms to the Registrar at the end of the season.

3. Jerseys/Goalie Equipment.

- a. Work with Equipment Director to ensure your team has the proper amount of jersey and socks for your team. Ensure team has one set of proper fitting goalie equipment.
- b. Work with your team to decide if you will be assigning a jersey parent and assisting in set up.
- c. If TMHA requires a deposit or postdated cheque (for goalie equipment) for the Association collect and submit to the Treasurer.
- d. Collect Equipment at the end of the season and return to Equipment Director.

4. League and Exhibition Games

- a. Organize at the start of the season parent volunteer schedules for fifty-fifty (50/50) tickets, timekeeper, game sheet recorder and penalty box monitor. Parents are responsible for exchanging their own volunteer shifts.
- b. Ensure home game sheets are sent to the respective league as is required or have set up with Team Representative.
- c. Ensure the complete team roster is available for the Registrar.

5. Ice Time

- a. Record ice time used on a calendar and submit to the Treasurer monthly to allocate ice fees. Include practices and home games. Record if no ice was used.

6. Injuries

- a. Ensure Injury Reports are completed if necessary and submit to the Registrar as soon as possible to be sent to HA.

7. Tournaments

- a. Organize a team tournament if at all possible. Discuss with Team representative and all Coaches regarding the number of teams, tournament rules and schedules.
 - b. Work with Ice Scheduler and Referee Director to ensure suitable ice time are Referees are available.
 - c. Ensure tournament sanction number is approved via Registrar or President.
8. If more than one individual wants to be Team Manager there will be a vote to determine who will be Manager

Team Representative

- 1. Is to assist the Team Manager with Daily operations of the team.
- 2. Is a third (3rd) party representing the interests of the Parents of the team.
- 3. Is a Member of the Board with Voting privileges.