



2020-2021 OWHA OFFICIATING PROGRAM

225 Watline Avenue, Mississauga, Ontario L4Z 1P3

SEPTEMBER 2020

Dear OWHA Official:

Welcome to the 2020-2021 hockey season! Enclosed please find your OWHA Referee Registration Form.

NOTE: The deadline to complete the HU and submit the OWHA registration form is prior to officiating this season.

The OWHA requires that all OWHA officials 18 years of age and older provide a Vulnerable Sector Screening (VSS). All officials under the age of 18 must complete the Criminal offence Declaration Form, the last page of this document. All on-ice officials must adhere to this Policy.

Every three (3) years following the initial VSS check, the person identified, must then re-submit a valid VSS. (Example: Year one VSS, year two Criminal Offence Declaration Form (CODF), year three (CODF) and year four VSS).

If recertifying, and your VSS is expiring, you just need to submit a Criminal Record Check to the OWHA prior to registering online. A pdf copy of your CRC document must be emailed to clinics@owha.on.ca. For additional information regarding VSS/VSC please [click here](#). If you do not have your VSS prior to registering for a recertification clinic and have initiated the process, please submit the **receipt** directly to the OWHA office via clinics@owha.on.ca. Images and pictures will not be accepted.

This is a condition of being able to access the registration process.

Officials reaching the age of 16 on or before December 31, 2020 will be eligible to re-certify at Level II. Individuals in this category should remit the fee and register as Level II. These forms should also be completed in full and returned to the OWHA office via clinics@owha.on.ca

Should you choose "Registration Only (Crossover)" with the OWHA, you must complete all forms attached here and forward them to the OWHA office. **Crossover payments can now be made via credit card online** through your e-hockey (HCR) account. Please select "OWHA Crossover" from the clinic listing and make your payment online. If you need to forward payment to the OWHA office, ***payments are only accepted via Cash, Cheque or Money Order *** we do not take credit cards or e-transfers.



Hockey Canada Officiating Program
Ontario Women's Hockey Association



Official's Code of Ethics

The Hockey Canada Officiating Program – Official's Code of Ethics, provides guidance to registered officials across Canada. The Hockey Canada Branches and their members should expect from Hockey Canada Officiating Program officials the highest possible standards of personal integrity, competence, sound judgment and discretion. Developed by the former Hockey Canada Referees' Committee, the Official's Code of Ethics is its' public declaration of an official's obligation to herself/himself, her/his peers and the game.

I Will...

- ◆ do the best job I can in each game, no matter what the category of hockey.
- ◆ always show respect for my fellow officials, the players, coaches, administrators, fans and volunteers.
- ◆ study and continue to improve my knowledge of the OWHA/Hockey Canada playing rules, the OWHA/Hockey Canada Officiating Program policies and procedures.
- ◆ represent myself and the rules of the game as fairly and as accurately as possible at all times.
- ◆ always be unquestionably impartial, keeping a professional and appropriate distance from teams.
- ◆ understand that the use of alcohol is not encouraged and is totally unacceptable on game days. The use of illicit drugs is against the law.
- ◆ uphold the philosophy and right of all hockey participants to "Fair Play" and support the Shared Respect Initiative and penalize accordingly all violent acts.
- ◆ endorse and support the OWHA Values
- ◆ raise the standard of play in each game that I officiate.
- ◆ be supportive of my fellow on-ice and off-ice officials at all times, even when I am a spectator, player, team official, administrator or volunteer.
- ◆ accept the fact that I will make mistakes, but I will not get frustrated or let this learning process affect my performance or my professionalism.
- ◆ contribute to the continuing growth of the Hockey Canada Officiating Program and its officials within the OWHA through support, encouragement and positive attitude.
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- ◆ respect and accept constructive feedback from supervisors and the assignments I receive from my administrators.

By registering with the OWHA in the Hockey Canada Officiating Program implies that I understand and will comply with the Official's Code of Ethics. Officials not complying will be subject to disciplinary action.

Signature

OWHA #

Printed Name _____

Date _____

Please sign and return this copy of the HCOP/OWHA Official's Code of Ethics with your 2020-2021 OWHA Official's registration.

HCOP / OWHA Official's Code of Ethics

**** Please keep this copy for your records ****

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225 Watline Avenue, Mississauga, Ontario L4Z 1P3
(905) 282-9980
clinics@owha.on.ca www.owha.on.ca

ONTARIO WOMEN'S HOCKEY ASSOCIATION CRIMINAL RECORD CHECK POLICY

All individuals holding the title of team official (including but not limited to head coach, assistant coach, trainer, assistant trainer, manager), on-ice official and anyone else determined by the Risk Assessment Tool which is contained in Appendix A of the OWHA Screening Policy shall be subject to Criminal Record Checks which include the Vulnerable Sector Screening and a search of the National Sex Offender Registry.

Individuals with outstanding Criminal Code convictions or who have been charged with such offences that have not yet gone to trial but which continue to be prosecuted, shall not be eligible to hold any position with the OWHA (this includes teams, associations, leagues, program, tournaments and all sanctioned activities).

Offences which deem the Individual ineligible to participate in any capacity as determined by Appendix B. Note this is a reference only and not a complete list of applicable charges
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- Any sexual assault
- Any sexual intercourse
- Any sexual exploitation
- Any invitation to sexual touching
- Any indecent acts and/or exposure
- Any making, distributing, possessing or sale of child pornography
- Any indictable criminal offences for child abuse
- Luring a child
- Voyeurism
- Any offence for trafficking and/or importing and/or possession for the purpose of trafficking of any drugs and/or narcotics
- Any production of a substance (specifically, as defined in the Controlled Drug and Substances Act – C.D.S.A)
- Any other indictable criminal code offences such as, murder, manslaughter, incest, influencing, explosives substances, offences, arson related offences, counterfeiting and conspiracy.
- Any multiple offences related to impaired driving and/or care and control and/or drive over 80 milligrams

Offences for which disqualification from participation is 3 (three) years from the expiration of the penalty imposed by the courts. Note this is a reference only and not a complete list of applicable charges
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- Assault
- Threatening
- Any possession of a substance (specifically, as defined in the Controlled Drug and Substances Act - C.D.S.A.)
- Any theft and/or fraud and/or related offence (applicable to a person while in a Position of Trust of Finances)
- Any convictions pertaining to illegal substances, other than for manufacture and/or trafficking
- Any firearm related offences (other than use of firearm in the commission of an offence)
- Any other indictable criminal code offences such as break and enter, mischief, resisting and obstructing offences, dangerous driving, flight from police offences, failure to remain offences, criminal harassment and breaching orders and failing to comply offences.

The acceptable window of time for the exclusion of offences as determined by the Member Partners will be 3 (three) years. The exclusion of time commences at the expiration of the penalty imposed by the Courts not the date of the charge or conviction.

Offences for which the individual has to abide by specific criteria as a participant

- Impaired Driving First Offence (individual may not drive any other participant to and from sanctioned activities while Driver's License is suspended.)

It is the obligation of any person subject to screening by virtue of this Policy to advise his or her organization's Professional Designate responsible for screening of a charge or conviction under any offence listed in this Policy.

The Ontario Women's Hockey Association or its designate shall be responsible for the collection and retention of Criminal Record Checks, which must be under the designates control and secured in a safe storage area.

Risk Assessment Tool & Rating

RISK ASSESSMENT TOOL

The Risk Assessment Tool is not a scientific assessment but is designed to help alert you to potential factors in a volunteer or staff position. No single checklist fits all situations, so organizations are encouraged to adapt this tool to meet their specific needs and any local legal obligations.

8 QUESTIONS TO CONSIDER WHEN ASSESSING THE RISK LEVEL ASSOCIATED WITH EACH POSITION.

- 1) Does the person in this position serve people who may be vulnerable?
 - Children under the age of 18
 - Persons with communication or language boundaries
- 2) Does the person in this position allow access to players?
 - Direct contact with players at the rink or away from the rink
 - Driving players in their vehicle within Hockey Canada's Speak Out parameters
- 3) Does the person in this position require making physical contact with a player's body?
 - Demonstrating a skill
 - Touching the player
 - Contact with bodily fluids
- 4) Does the person in this position have access to property or equipment?
 - Personal equipment
 - Facility equipment
 - Organization equipment
- 5) Is the person in this position involved in making decisions about a player's future or movement within the system?
 - Perceived or actual position of authority
- 6) Does the person in this position have access to confidential information?
 - Personal documents or communications
- 7) Does the person in this position have access to money?
 - Personal funds
 - Organizational funds
- 8) Is the person in this position involved in making decisions on behalf of the organization?
 - Perceived or actual position of authority
 - Enters into agreements on behalf of the organization

**If you answered "Yes" to any question above
here are some suggested steps:**

- Reference Check
- Criminal Record Check/Vulnerable Sector Check Requirement
- Regular supervision
- Participant evaluation of position
- Specific behaviour code is provided



ONTARIO WOMEN'S HOCKEY ASSOCIATION
 225 Watline Ave., Mississauga, Ontario L4Z 1P3
 www.owha.on.ca



OWHA CRIMINAL OFFENCE DECLARATION FORM

Print Name: _____

Date of Birth: _____
 Month/Day/Year

Hockey Canada ID#: _____

Phone #: _____

Address: _____

OWHA Referee Number: _____

Member: _____
 OWHA/OMHA/GTHL/Alliance etc.

Clinic Location: _____
 Name of City, or if taken ONLINE

Clinic Date: _____

Failure to execute this process will be in violation of the OWHA Screening Policy, this will mean that the official will be considered not in good standing and may be subject to further discipline. Please ensure that you check all the boxes below that apply.

I, _____, hereby declare that:
(Print Name)

- I have no convictions for offenses under the Criminal Code of Canada as specified in the OWHA Screening Policy, up to and including the date of this declaration for which a pardon has not been issued or granted under the Criminal Records Act (Canada).
- I have no convictions for offenses in any other country, up to and including the date of this declaration for which a pardon has not been issued or granted.

OR

- I have the following convictions for offences under the Criminal Code of Canada as specified in the OWHA Screening Policy for which a pardon under the Criminal Records Act (Canada) has not been issued or granted:
- I have the following convictions for offenses in another country up to and including the date of this declaration for which a pardon has not been issued or granted.

Supplementary Information, Including Outstanding Charges, Warrants or Orders.

DATE	LOCATION	CHARGE	DISPOSITION

Signature of Applicant: _____

Date: _____

Please complete and submit this document along with your OWHA Registration Forms to the OWHA via clinics@owha.on.ca prior to attending the in class clinic session.

NOTE: This form will NOT be accepted, and your registration will NOT be processed if it has not been signed and dated.