

WHEATLAND WRANGLERS HOCKEY ASSOCIATION

Manager's Handbook



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GENERAL INFORMATION

Thank you for volunteering to play such an important role in our organization. As a representative of the Wheatland Wranglers—and more specifically, your team and division—the time you invest and the relationships you build will benefit not only this season, but in the seasons to come.

The team manager is a key volunteer in ensuring smooth communication and organization. You serve as the link between players, parents, and coaches, as well as between the team and broader support systems such as division coordinators, other teams, and referees. By managing the off-ice operations, you allow coaches to focus on player development and on-ice instruction—helping us deliver the best possible hockey experience for our players.

WHEATLAND WRANGLERS CULTURE

Mission

To provide youth within the Wheatland Wranglers Hockey Association boundaries the opportunity to participate in a structured hockey program, while creating meaningful experiences through exceptional leadership and service.

Philosophy

The Wheatland Wranglers Hockey Association is committed to operating teams across all divisions that emphasize development, balanced competition, inclusivity, and fun.

Vision

To foster a positive and supportive team environment built on passion, fairness, determination, and strong sportsmanship values.

Association Objectives

- To create, foster, and encourage personal development and leadership qualities of individuals.
- To develop hockey skills to promote the sport of amateur hockey in the City of Chestermere and surrounding areas.
- To teach and encourage the development of individual skill and sportsmanship within a team environment.
- To act as the governing body of amateur hockey in the City of Chestermere and surrounding district in accordance with the rules and regulations prescribed therefore by the recognized Provincial and National Amateur Hockey Associations.
- To exercise the general supervision and direction over playing interests of players, coaches, managers, and executives with emphasis on the enhancement of good character, sportsmanship, discipline and citizenship while developing the proper fundamentals of the sport of hockey.
- To encourage teamplay and to foster a positive community spirit.

Start-up & Early Season

Coach + Manager Meeting

Prior to communicating with the team, schedule a coach/manager meeting to clarify duties / expectations / philosophy of how the team will run. Every coach is different, and proper planning ensures a smooth-running season.

- Discussion points:
 - Season plan including number of tournaments.
 - Preliminary budget and potential fundraising initiatives
 - Off-ice events including dry land.
 - Long weekend and Christmas schedule
 - 24-hour rule.
- At the start of the season, the Registrar will ask for personal information from the coaching staff in an Excel form, which includes the names, addresses, coaching certification, etc. Please note that you must keep this information confidential.

Try to take minutes of the meeting since many critical pieces of information are discussed and could be forgotten.

Team Meeting

Have a team/coach/parent meeting so that coaching philosophy can be clearly communicated as well as expectations of parents and players.

- Establish and understand chain of communication:
Parent → Manager → Coach → Coordinator → President
- Ensure to communicate the **24-hour rule** and review consequences of zero tolerance rule - incidents will be forwarded to Wheatland Wranglers Hockey Association.
- Establish the method of communication for the team (email, phone, TeamLinkt, etc.).
- Provide medical forms and code of conduct forms to the parents.
- Ask parents for any expected vacation plans for the entire season, including potential playoffs. This information will help prepare you for booking tournaments, exhibition games and affiliating players.
- Discuss extra fundraising/sponsorship and possibly collect \$100 to start for team fund. The Wheatland Wranglers will be doing an association wide fundraiser to give team's start-up money.
- Have social committee plan some player and/or parent get-togethers
- Follow up the team meeting with a summary email to the team since so much information at once can be overwhelming.

Other Start of Season Tasks

- Check your coach/manager contact information on the Wheatland Wranglers website as many associations use the Wheatland Wranglers site to find contacts for teams.
- Prepare volunteer sign-up sheet for parent meeting. See *Team Volunteers / Delegation* section below.
- Prepare a contact sheet that includes each parent's home/cell/work numbers plus email addresses. Once prepared send a draft out to all for any corrections. Once correct, make sure all coaches and phone parents have an electronic copy and/or hard copy of this.
- Pick up from League Director - game books. It is a good idea to give a few game sheets to the coaches for back up. This is usually handed out at the Coach/Manager Meeting.
- Pick up from Equipment Coordinator - Jerseys, socks, pucks, and first-aid equipment.
 - Jersey allotment is prepared for your team in advance; do not allow players to pick their own numbers without reviewing the sizes first.
- Once jerseys are assigned, create game sheet stickers. Please keep a record of any extra jersey's your team has for affiliates. Templates for the game sheet stickers are available on Wheatland Wranglers Hockey Association's website, under the Managers menu.
- Any team apparel should be addressed as early as possible so that the players have team clothing for as much of the season as possible. Follow Wheatland Wranglers apparel guidelines.
- Ensure that everyone on the team completes medical forms and code of conduct forms.
- Make sure any allergies and/or medical issues are identified for player safety in the dressing room and for any team meals.
- Ensure all coaches have criminal record clearances.
- Start selecting tournaments. Travel permits apply to any exhibition games must be requested from the CAHL League Director.
- Complete Hockey Alberta's *Respect in Sport Activity Leader / Coach / Officials*.

CAHL (Central Alberta Hockey League) Dates

CAHL season critical dates are list on the CAHL website (<http://cahlhockey.net/index.php>). If your team is part of CAHL, please familiarize yourself with the website. Dates included on the website include:

- Season start date
- Tiering round dates
- Tiering break
- Regular season
- Christmas break
- Playoff Season

Tournament dates must be submitted to the CAHL League Director by the end of October of each

season (exact date to be provided by the CAHL League Director). This is to assist the league in scheduling your team and providing blackout dates for your tournaments. Typically, you can blackout two weekends in regular season for tournaments.

RHL (Rockies Hockey League) Dates

RHL season critical dates are list on the RHL website (<https://rockieshockeyleague.com/>). If your team is part of RHL, please familiarize yourself with the website. Dates included on the website include:

- Season start date
- Tiering round dates
- Regular season (with and without tiering)
- Christmas break
- Playoff Season

Tournament dates must be submitted to the RHL League Director by the end of October of each season (exact date to be provided by the RHL League Director). This is to assist the league in scheduling your team and providing blackout dates for your tournaments. Typically, you can blackout two weekends in regular season for tournaments.

Team Volunteers / Delegation

While you are amazing for being team manager, you cannot do all tasks for the team. Delegating tasks to other people on your team is imperative to ensure you do not burn yourself out. Also, it should be noted that some coaches will take on some of the activities that the manager is normally responsible for overseeing.

In your first communications to your team, request volunteers for the following positions as you deem necessary for your team:

- **Co-Manager:** an extra set of hands to do manager duties (in case you are absent or overwhelmed)
- **Treasurer:** an individual to work with you to manage team finances, budgets, expenses, etc.
- **Events Coordinator:** Plans and books social events for the kids and the parents, including dry land training.
- **Tournament Coordinator:** Plans and books tournaments, accommodations and team meals for the team.
- **Time & Scorekeeper Coordinator / Volunteer Bond Tracker:** Creates a schedule for time and scorekeepers for home games.
- **Jersey Coordinator(s):** Manages home and away jerseys for the team, including washing. Can be two individuals (home and away).
- **Fundraising Coordinator:** works with team manager and treasurer to plan team fundraisers.
- **Music Coordinator:** Plays music during home games and/or dressing room.
- **Data Entry Coordinator:** Enter game information onto CAHL/RHL website.
- **Live-Streaming Coordinator:** Live-stream games via TeamLinkt for the rest of the families who cannot make it.

Everyone on the team should volunteer; if they did not sign up for a position, they can be scheduled for timekeeping, scorekeeping, or music to ensure they meet their volunteer hours.

Team budget

The team budget should be organized between the coach, manager, and treasurer (if available prior to team meeting).

- The team manager is responsible for preparation and presentation of a team budget to the parents, according to the coach's instruction. The team budget must have the approval of the team parents and the parents should have an opportunity to amend the budget. The final budget and team fundraising activities must be voted on and approved by a majority of parents.
 - Expenses could include, but are not limited to:
 - Exhibition game costs
 - Tournament fees
 - Event fees
 - Dryland costs
 - Team apparel
 - Third jersey
 - Team income (fundraising – see below section) could include, but are not limited to:
 - Bottle drives
 - Raffles and 50/50 draws (must have AGLC licence from Wheatland Wranglers Hockey Association's Fundraising Manager)
 - Cash call
 - Sponsorship
 - Big League Experiences (for U7 teams)
- The team treasurer is responsible for opening a team bank account. Wheatland Wranglers Hockey Association's Treasurer will provide a form to the team treasurer to open the account.
- The team treasurer must provide a team budget for the season to the Wheatland Wranglers Treasurer or Treasurer Assistant showing the amount the team expects to raise and on what the team expects to spend. This budget must be received by November 15th.
- The team manager, with assistance from the team treasurer, must retain all receipts of team revenues and expenditures and provide financial updates to the team parents throughout the season. The manager should also ensure that team fundraising initiatives are organized and comply with the team budget and the guidelines and policies of CHMA. The manager and treasurer should maintain copies of the approved budget and should provide financial updates to the team on a regular basis.

More information on the team budget and expectations will be communicated by Wheatland Wranglers Hockey Association's Treasurer and Wheatland Wranglers Hockey Association's Fundraising Manager. A meeting is usually held at the start of each season.

Team Fundraising

Teams are permitted to raise to a maximum of \$7,500 each season through fundraising, sponsorship, and association-wide efforts combined. To ensure all teams have a fair basis for fundraising, fundraising efforts should start once all Wheatland Wranglers teams are formed (around October 1st).

WHEN IS A LICENSE REQUIRED FROM THE AGLC?

A raffle is a lottery where ticket purchasers pay for a chance to win a prize. Any time a person pays a price for

a chance to win a prize a raffle license is needed.

You do NOT need a licence or AGLC approval for:

Cash calls
 Silent auctions
 Bottle drives
 Receiving donations/sponsorship
 Free giveaway contests
 Fundraising sales (almonds, popcorn, meat, etc.)

You DO need a licence for:

50/50
 Raffle items (gift basket draw, WestJet, toonie stick)
 Sports draft pools
 Wine survivor
 Wine / Liquor basket draws (no liquor license required)
 Squares board

HOW TO GET A LICENCE

Please contact the Fundraising Manager to take out an AGLC licence. Request your licences once you have your budget and set dates (no less than 96 hours prior to your fundraising start date). The Fundraising Manager is the only person authorized to take out an AGLC licences on behalf of Wheatland Wranglers or a Wheatland Wranglers team. The Fundraising Manager will then send you licensing guidelines which will outline the information required to issue a licence.

If you are planning a raffle that requires tickets to be printed, **do not order the tickets until you have the licence**. All printed tickets, whether you are creating them yourself or ordering from a company, are required to have specific AGLC information printed on them before being dispersed.

When you receive your licence, please read it in its entirety as the raffle ticket inventory control procedures are attached and are required to be followed by AGLC - **with no exceptions**. You will also receive a copy of the Raffle Terms & Conditions, total ticket value of \$20,000 and less.

IMPORTANT!!!

Teams must provide all items that are required by AGLC for the license type issued, this includes but is not limited to:

- All fully completed licensing documentation
- A copy of each ticket type printed
- Ticket stubs of all sold tickets
- All unsold tickets that were part of the approved licence
- Receipts and invoices for any expenses
- Receipts and invoices for any prize costs
 - Screenshots of the team bank account with records showing the e-transfer of any expenses going back to the person who paid them
- Proof of e-transfer to the raffle winner(s), if applicable

The team manager must make arrangements with the Fundraising Manager to provide the **physical** documents, which will be reviewed and verified. Upon verification that all required AGLC documentation is completed, the Fundraising Manager will email the team manager to initiate the e-transfer of the remainder of the funds from the licence (the net proceeds) to the Wheatland Wranglers Treasurer. The Wheatland Wranglers Treasurer will provide an e-transfer back to the team from the Wheatland Wranglers non-gaming account.

This means that your team may use the funds for association approved expenses (including team parties, apparel, development, and year end gifts). The e-transfer will be provided to the team within 10 days.

All money raised by the team must be used by the end of the season. A team may refund cash calls only and divide and distribute the excess cash call to the parents. All fundraising monies must be spent by the end of the season as this money cannot be refunded to parents. Any excess remaining must be donated to a charitable organization of the team's choosing or to Wheatland Wranglers Hockey Association's "Short-Handed Fund", which assists underprivileged Wheatland Wranglers families with registration fees for hockey.

Volunteer Bond

The volunteer bond was established to encourage all Wheatland Wranglers members to become actively involved in the operation and success of our Association.

Wheatland Wranglers Hockey Association's volunteer bond policy is on the Wheatland Wranglers website (see General Information Menu → Policies and Procedures).

At the end of the season, or once all volunteers have met their volunteer bond requirements, email Wheatland Wranglers Hockey Association's Volunteer Bond Coordinator to confirm your team's status.

Apparel

An athletic club is identified by its colors and uniform design. The Wheatland Wranglers colors and style are based on a custom-made jersey, and this is the visible identity by which Wheatland Wranglers is recognized. It is important that all teams have a consistent appearance both on and off the ice. Therefore, there should be no changes or deviation from the accepted designs under the Wheatland Wranglers Hockey Association's Apparel Policy.

Tournaments

Participating in a tournament is an important part of the season for a team as it is a great opportunity for team bonding. Wheatland Wranglers hosts tournaments for U7 (February), U11 (March) and U15 (November). Each team shall supply ONE representative to form the committee and attend the tournament meetings and report back to your respective team what each team will oversee.

- Discuss with coaches and parents how many tournaments the team wants to participate in; if they should be local or out of town, during Christmas break/Family Day weekend or not.
- Clarify how tournament costs are covered, i.e., Fundraising or pay as you go. If the team selects pay as you go, collect tournament fees from them right up front. This way, all costs are

covered and if a player drops out, you do not have to collect additional money from the rest of the team.

- For tournaments, go to Hockey Alberta's website (<https://www.hockeyalberta.ca/tournaments/>). Filter the tournaments by division/date as desired. Book tournaments, hotel and bussing (if desired) as early as possible since many tournaments fill up quickly.
- **IMPORTANT: You CANNOT enter tournaments during tiering round.**
 - **CAHL Teams: No tournament entries are allowed for the first two weekends or the LAST weekend of regular season!**
- When selecting tournaments spend time discussing the level of play of your own team as well as those being invited. Goal is to have well-matched and competitive teams playing each other. Ensure equipment requirements are outlined (Hockey Calgary require all players to wear a mouth guard, however teams from outside Calgary are exempt).
- Acquire a travel permit from your League Director. You need to provide Tournament Sanction number, number of games to be played, dates and location. This takes a week to get so do this in advance. Travel permits must be with you at tournament. You can write permit number on game stickers as well. Travel permits are required for all tournaments. Please refer to separate travel permit section.
- Tournament Accommodations:
 - Pre-arrange hotels – Try to negotiate a better rate with a group booking. Typically, hotels will hold rooms for a certain amount of time prior to releasing the rooms to the public. This gives time for families to book and tournament schedules to be finalized.
 - Check into availability of booking meeting rooms in hotel for team gatherings.
 - An extra room can also be booked as a parent room or an equipment room. Some hotels will give you this for free.
 - Special meal arrangements (team meals) can be scheduled once you book a tournament and hotel.
 - Coach should clearly communicate expectations (swimming, behavior, and curfews).
- Email tournament schedule to parents and add to TeamLinkt schedule.
- Tournament Game sheets – must be scanned/mailed to your League Director and if there are any major penalties, or write ups. This player should not be played until confirmation comes back from League Director that you are approved to play him/her (in case of suspension).
- Documents to keep on-hand during tournaments:
 - Hockey Alberta Injury Forms.
 - Game sheet labels
 - Medical Forms.
- At the conclusion of the tournament, send a thank you email to the tournament coordinators.

During the Season

- **Schedule all game changes and TBA games now – DO NOT WAIT!!** Email the Ice Manager immediately when you see a TBA game on your schedule.
- For teams in CAHL and RHL, you will be assigned a governor. This person will reach out to you with information on tiering/regular season. Your governor is your go-to person for your league. Your governor manages the tiering process for their assigned tier and makes recommendations on team placements for the tiering review. **During tiering, be sure to keep track of shots on goal and total scores** – this will assist in ensuring your team gets placed in the correct tier.
- Keep parents notified of schedule updates using TeamLinkt. You can sync the schedule to

automatically update from the Wheatland Wranglers website.

- Any time an affiliated player is playing, this must be clearly marked on game sticker (AP). Cross out absent players or ones not playing that game. Permission prior to affiliating players from a lower age group (i.e., U11-1 to U13-4) must be approved by the CAHL VP prior to the game through your League Director and tier governor.
- Affiliated players can only play a total of ten league games with affiliated team and unlimited exhibition.
- Ensure any injuries are recorded on the Hockey Alberta Injury Form.
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- Damage – Wheatland Wranglers teams are expected to behave appropriately while at any arena, and to leave dressing rooms tidy. Any damage caused to dressing rooms, arenas, or arena facilities are the responsibility of the team. Should a facility contact Wheatland Wranglers that a dressing room has been damaged, Wheatland Wranglers will pass the invoice for cleaning and/or repair directly to the team for payment.
- There should be NO photographs taken in dressing rooms. NO electronic items should be allowed in dressing rooms.

Game sheets

When hosting a home game, the home team is responsible for completing the game sheet. Ensure the person completing the game sheet is familiar with how to complete the game sheet. Review the game sheet to know what information needs to be completed.

- Save the original copy of the game sheet, your tier governor will want them at the end of the season (white copy).
- Provide a copy of the game sheet to the visitor team (yellow copy).
- Keep a copy of the game sheet for your reference (pink copy).
- The home team is responsible for sending a legible copy of the game sheet and Officials Game Report to their data entry person (do not send originals), and an electronic copy must be sent to the governor within 24 hours of game completion. The data entry person can upload a copy to the electronic game sheet.
- The data entry person must enter game results by midnight Monday following weekend league games. It is your team's responsibility to ensure your game sheets are submitted. If the game sheet and Official's Game Report are not submitted, then the home team may be awarded a LOSS and fined Fifty Dollars (\$50.00); Wheatland Wranglers does NOT pay this.
- Tournament games and exhibition game sheets must be scanned and emailed to your League Director - if there are any major penalties or writes ups this must be done immediately. Failure to do this may result in no further travel permits being issued.
- Referee write-ups - in league games, the original copies of the game sheet and write-up must be sent in within 48 hours to your governor and cc'ing the League Director.
- A copy of all game sheets with referee write-ups, whether a travel permit was required or not, with a penalty that is subject to suspension MUST also be sent in by e-mail within 24 hours to your League Director.

Drop clock procedures

- Chestermere is a drop clock association.
- There will be a flood before the start of the game at the U7, U9 and U11 levels.
- There will be a flood between either the first and second period or the second and third period

at the U13 and U15 level.

- There will be a flood after every period at the U18 level.
- At the start of all CAHL League and Playoff games, the clock will be set to a five (5) minute warm-up period. The clock should start immediately at the commencement of the scheduled time slot, or when the ice is available for both teams to commence skating, whichever is the later. At the end of the five (5) minute warm-up period, the clock should be reset to twenty (20:00) minutes and the game started. The home team must provide warm up pucks for the visiting team, at least one per player. No OVERTIME during regular season – refer to CAHL for playoff policy.
- Stop time is to be used in all periods of all games. When five (5) minutes remains on the clock, and after the first stoppage of play thereafter, the time clock will be set to two (2) minutes and the remainder of the game will be played stop time. Typically, referees will inform the timekeeper of this but it good to remind your volunteers of this requirement.

Travel Permits

Please review and ensure your team is complying with the correct procedure. If at any time, please contact your League Director for clarification and travel permit.

- For insurance purposes, each team will need a travel permit for any tournament or exhibition game.
- Submit a travel permit request to the CAHL League Director
- In your email request for a travel permit, provide the below information:
 - Subject: <TEAM NAME> Travel Permit Request
 - Team name and division
 - Team ID Number (receive this number from Registrar)
 - Dates of game
 - Location of game
 - Tournament sanction number or host exhibition permit number
 - Number of games you expect to play. Please include possible final game if going to a tournament.
- Allow one week prior for travel permits to be approved, however if you have missed the one week prior, immediately contact your League Director to have the process started.
- All game sheets must be submitted to your League Director.
- All game sheets that have suspendable infractions must be submitted ASAP to your League Director via email so Hockey Alberta can make a decision on the suspension.
- Travel permits will not be issued if any game sheets are outstanding from previous travel permits.

Planning Exhibition Games

- Check with the Ice Manager
- for ice. Once confirmed on the Wheatland Wranglers website by the Ice Manager as an exhibition or league game, referees will be scheduled automatically through the system. If changes occur to a planned exhibition or

league game, you must notify the Ice Manager immediately so referees can be cancelled or rebooked.

- To find potential exhibition game opponents, team contacts are listed on the CAHL website (http://cahlhockey.net/page.php?page_id=69778) or the RHL website

(<https://rockieshockeyleague.com/content/association-contacts>). Email a contact that you believe would be a good match for your team and see if they have ice available or offer if we have ice available. If you have a one-time only away exhibition game, you may be asked to share all game expenses with the opposing team. If it's a home ice, ask them to share your game expenses. Otherwise, reciprocal ice is suggested. You can always schedule a 50/50 with proceeds going toward costs.

- Home exhibition games require an exhibition game sanction number from your League Director. We realize some exhibition games in Chestermere are done at the last minute, however you must receive an exhibition host permit from your League Director before playing.
 - In your email request for a game permit, provide the below information:
 - Subject: <TEAM NAME> Exhibition Game Permit Request
 - Home Team name and division
 - Home Team ID Number (receive this number from Registrar)
 - Visitor Team name
 - Visitor Team ID Number
 - Dates of game
 - Location of game
 - Visitor Team Email Address
- Exhibition games require a travel permit. Please include the home team's exhibition permit number on the travel permit request from your League Director.

Suspensions/Discipline

- Hockey Alberta Zone 6 Discipline will be notified of the suspendable infraction and will forward the ruling to League Director and/or President, who will in turn notify the manager.
- If Hockey Alberta issues a player/coach on your team a suspension, it is that team's responsibility to submit the game sheet that the player sat out to the League Director.
- Hockey Alberta/CAHL/RHL tracks all suspensions and therefore you must produce paperwork to ensure the guidelines are being followed. On the game sheet, write "SUS" beside the player/coach to indicate that the suspension is being applied to that game.
- Your team must not play a player until you have been notified of the suspension ruling. If you haven't heard or are in doubt, do not play the player and contact your League Director.
- Team staff are subject to an indefinite suspension for playing an ineligible player.
- If teams do not obtain a required travel permit where a travel permit is required and a suspendable infraction occurs, that coach will be subject to a Wheatland Wranglers suspension and no further travel permits will be granted.
- It is imperative that Wheatland Wranglers teams adhere to the travel permit rules that have been set by Hockey Alberta. If you have any questions regarding this, please contact your League Director .

Other Considerations

- At the U13 level and above, the following conditions will apply in all co-ed team environments:
 - Females and males will change in separate rooms
 - All players shall congregate in one dressing room, fully prepared to participate in the game/practice not more than 15 minutes prior to the scheduled ice time unless otherwise indicated to be there earlier by the coaching staff.

- The lesser represented gender shall depart the dressing room not more than 15 minutes after the game/practice unless otherwise indicated to stay longer by the coaching staff.
- The gender in the majority shall not begin changing – helmets, gloves, and skates excepted – prior to the departure of the lesser represented gender.
- When necessary, due to facility limitations, dressing and showering shall be done in shifts with the gender in the majority dressing and showering first. Once the room with shower facilities has been fully vacated the lesser represented gender may use the shower facilities.
- The head coach is responsible for ensuring that this policy is adhered to by all and for ensuring that the lesser represented gender participates fully in all pre- and post-game and practice talks. If any player has individual concerns or requirements for dressing rooms these concerns should be brought to the board via the President.
- CAHL Sportsmanship Points: Sportsmanship Points are awarded to each team in a U9 to U18 level game where the team stays under a set penalty minute limit, regardless of whether they win, lose or tie the game. The sportsmanship points count in the standings of the teams, in addition to the (2) points for a win and (1) point for a tie.

Playoffs & Wrap-up

- Understand playoff format and keep rules handy. Information on playoff format is variable depending on your tier format.
 - CAHL: Every year, CAHL updates their Game Regulation Manual
 - Website: http://cahlhockey.net/page.php?page_id=67765
- All Playoff rounds will be a best two out of three series with the higher positioned team in the regular season final standings being granted home ice advantage.
 - Drop clock procedures do not apply to playoffs and each association must ensure adequate ice time is arranged to play the complete game and overtime if required.
 - If a division is one half of a red/blue split division, then your league President may decide to have only the top (4) teams qualify for the league playoffs. In these cases, then the winners of each half division would play each other for the final division banner. In all other divisions where no red / blue split exists teams will be eligible as follows:
 - Where a tier contains less than seven (7) teams, only the top four (4) teams in the final regular season standings in each age category will qualify for league playoffs.
 - Where a tier contains seven (7) or eight (8) teams, six (6) teams in the final regular season standings in each age category will qualify for league playoffs.
 - In divisions containing nine (9) or more teams the top eight (8) teams in the final regular league standings in each age category will qualify for league playoffs.
- End of league play date – league games must be completed by this date

Frequently Asked Questions

Q: Why do I need to get a travel permit?

A: This ensures that our players are covered for insurance purposes at all sanctioned hockey games.

Q: When do I need to ask for a travel permit?

A: As soon as you know you have a tournament or exhibition game booked. The deadline is Tuesday before your scheduled game or tournament requiring a permit. The more time the better but you can ask for one right up to game time if you have forgotten.

Q: Is Calgary in our zone?

A: No, any games played in Calgary require a travel permit

Q: Is Okotoks in our zone?

A: No, any exhibition games played in Okotoks require a travel permit. League is covered.

Q: Does a player need a doctor's note to return to play after a sports related absence?

A: This is up to the individual coach; however, the guiding principle is to be aware of a player's health and safety first and foremost.

Q: Who decides if a game will be cancelled due to weather conditions?

A: The coaching group and manager will make this decision on behalf of the team. Ultimately, it is always up to a parent whether he/she wants to travel on the roads.

Q: What is the chain of command for concerns?

A: Manager → Coach → Coordinator → President. ALWAYS exercise the 24-hour rule!

Q: Who should be in the room when a coach is dealing with a player on a disciplinary concern?

A: The coach, player, and another adult.

Q: How long in advance can we get a schedule?

A: Practice schedules are all entered on the website calendar but are subject to change on short notice and are not guaranteed to remain the same all season. Depending on overall Wheatland Wranglers ice requirements determined by the Ice Manager, schedules can change, teams will be notified with as much notice as possible.

League schedules vary depending on re-tiering however once that is completed depending on league you will get the first week at short notice, but the remainder of the season should be done with maybe 1 – 2 TBA games at the bottom.