

HANOVER HOCKEY ASSOCIATION  
PARENT HANDBOOK



[www.hanoverhockey.org](http://www.hanoverhockey.org)

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The Hanover Hockey Association (HHA) has been a successful organization due to the hard work of many volunteers and their dedication to the enjoyment of the sport of hockey. One of the most difficult and controversial aspects of any sports program is determining the level of commitment of both player and parent. Every sport, not just hockey, has built-in dichotomies. “Play-for-fun” vs. “play-to-win” is an excellent example of one such potentially divisive issue.

HHA strives to find the middle ground between the purely recreational interest and the rabid competitor. Please read the Statement of Purpose below and the descriptions of the levels-of-play in Section 2 with an eye to your family's level of commitment. Hockey is a team sport, and as such, relies heavily on each member to live up to obligations to attend practices, games and offer time (in the case of parents) to work at tournaments and support the organization.

## **STATEMENT OF PURPOSE / MISSION**

The Hanover Hockey Association is governed by Rules and Regulations that were first established as Articles of Agreement when the Association was founded in 1969. Over the last 30 years these original by-laws have been amended to include two sections: (1) a Statement of Purpose / Mission and (2) Organization of the Association. The Association’s Statement of Purpose is presented below. The remainder of the Bylaws can be found on the web page.

*Hanover Hockey Association (HHA) is a non-profit, volunteer organization whose purpose is to teach youths the skills of ice hockey. The programs offered will initially emphasize basic skating, stick handling and passing skills and later develop team oriented skills.*

*Using hockey as the vehicle, the program will also try to encourage a healthy sense of competition and emphasize the satisfaction of being a member of a team. The HHA program will also provide youngsters of all skill levels the opportunity to participate at their own pace.*

*The secondary goal of the HHA will be to make the hockey program affordable to as many families as possible. Limited financial support will therefore be made available to individuals who could not otherwise participate in the program.*

## **CORE VALUES**

The following core values of USA Hockey are adopted to guide the Associations membership in its planning, programming and play, both now and in the future.

### **SPORTSMANSHIP**

Foremost of all values is to learn a sense of fair play. Become humble in victory, gracious in defeat. We will foster friendship with teammates and opponents alike.

## **RESPECT FOR THE INDIVIDUAL**

Treat all others as you expect to be treated.

## **INTEGRITY**

We seek to foster honesty and fair play beyond mere strict interpretation of the rules and regulations of the game.

## **PURSUIT OF EXCELLENCE AT THE INDIVIDUAL, TEAM AND ORGANIZATIONAL LEVELS**

Each member of the organization whether player, volunteer or staff, should seek to perform each aspect of the game to the highest level of his or her ability

## **ENJOYMENT**

It is important for the hockey experience to be fun, satisfying and rewarding for the participant.

## **LOYALTY**

We aspire to teach loyalty to the ideals and fellow members of the sport of hockey.

## **TEAMWORK**

We value the strength of learning to work together. The use of teamwork is reinforced and rewarded by success in the hockey experience.

## **AFFILIATION & ZERO TOLERANCE**

The Hanover Hockey Association (“HHA”) is affiliated with USA Hockey ([www.usahockey.com](http://www.usahockey.com)) and its state affiliate, the New Hampshire Amateur Hockey Association (“NH Hockey”), [www.nhhockey.com](http://www.nhhockey.com). NH Hockey sponsors the Granite State Hockey League (“GSL”), which many of our teams participate in. Both NH Hockey and US Hockey promulgate rules that our association is required to abide by. These rules shall govern player and family conduct as well and prevail in cases of potential conflict with HHA standards. They are incorporated by reference. For more information regarding these respective organizations, please review their websites.

Of special note is the fact that USA Hockey has adopted, and HHA wholeheartedly supports, a national *Code of Conduct*, which is enforced through what has come to be known as the *“Zero Tolerance Policy.”* All players, families, coaches, officials, and other persons affiliated with HHA are expected to adhere to the Code of Conduct and Zero Tolerance Policy. Any parents/spectators violating the policy will be subject to sanctions, including being asked to immediately leave the arena and related premises (e.g., parking lot) and/or other disciplinary action.



## USA HOCKEY CODE OF CONDUCT

### *Administrator's Code of Conduct*

- Follow the rules and regulations of USA Hockey and your association to ensure that the association's philosophy and objectives are enhanced.
- Support programs that train and educate players, coaches, parents, officials and volunteers.
- Promote and publicize your programs; seek out financial support when possible.
- Communicate with parents by holding parent/player orientation meetings as well as by being available to answer questions and address problems throughout the season.
- Work to provide programs that encompass fairness to the participants and promote fair play and sportsmanship.
- Recruit volunteers, including coaches, who demonstrate qualities conducive to being role models to the youth in our sport.
- Encourage coaches and officials to attend USA Hockey clinics and advise your board members of the necessity for their training sessions.
- Make every possible attempt to provide everyone, at all skill levels, with a place to play.
- Read and be familiar with the contents of the USA Hockey Annual Guide and USA Hockey's official playing rules.
- Develop other administrators to advance to positions in your association, perhaps even your own.

### *Coach's Code of Conduct*

- Winning is a consideration, but not the only one, nor the most important one. Care more about the child than winning the game. Remember, players are involved in hockey for fun and enjoyment.
- Be a positive role model to your players. Display emotional maturity and be alert to the physical safety of players.

- Be generous with your praise when it is deserved; be consistent and honest; be fair and just; do not criticize players publicly; learn to be a more effective communicator and coach; don't yell at players.
- Adjust to personal needs and problems of players; be a good listener; never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach players the basics.
- Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of hockey; encourage all your players to be team players.
- Maintain an open line of communication with your players' parents. Explain the goals and objectives of your association.
- Be concerned with the overall development of your players. Stress good health habits and clean living.
- To play the game is great, to love the game is greater.

#### *On-Ice Official's Code of Conduct*

- Act in a professional and businesslike manner at all times and take your role seriously.
- Strive to provide a safe and sportsmanlike environment in which players can properly display their hockey skills.
- Know all playing rules, their interpretations and their proper application.
- Remember that officials are teachers. Set a good example.
- Make your calls with quiet confidence; never with arrogance.
- Control games to provide a positive and safe experience for all participants.
- Violence must never be tolerated.
- Be fair and impartial at all times.
- Answer all reasonable questions and requests.

- Adopt a “zero tolerance” attitude toward verbal or physical abuse.
- Never use foul or vulgar language when speaking with a player, coach or parent.
- Use honesty and integrity when answering questions.
- Admit your mistakes when you make them.
- Never openly criticize a coach, player or other official.
- Keep your emotions under control.
- Use only USA Hockey-approved officiating techniques and policies.
- Maintain your health through a physical conditioning program.
- Dedicate yourself to personal improvement and maintenance of officiating skills.
- Respect your supervisor and his/her critique of your performance.

### *Parent’s Code of Conduct*

- Do not force your children to participate in sports, but support their desires to play their chosen sport. Children are involved in organized sports for their enjoyment. Make it fun.
- Encourage your child to play by the rules. Remember, children learn best by example, so applaud the good plays of both teams.
- Do not embarrass your child by yelling at players, coaches or officials. By showing a positive attitude toward the game and all of its participants, your child will benefit.
- Emphasize skill development and practices and how they benefit your young athlete. De-emphasize games and competition in the lower age groups.
- Know and study the rules of the game and support the officials on and off the ice. This approach will help in the development and support of the game. Any criticism of the officials only hurts the game.
- Applaud a good effort in both victory and defeat, and enforce the positive points of the game. Never yell or physically abuse your child after a game or practice – it is destructive. Work toward removing the

physical and verbal abuse in youth sports.

- Recognize the importance of volunteer coaches. They are important to the development of your child and the sport. Communicate with them and support them.
- If you enjoy the game, learn all you can about hockey – and volunteer.

### ***Player's Code of Conduct***

- Play for fun.
- Work hard to improve your skills.
- Be a team player – get along with your teammates.
- Learn teamwork, sportsmanship and discipline.
- Be on time.
- Learn the rules and play by them. Always be a good sport.
- Respect your coach, your teammates, your parents, opponents and officials.
- Never argue with an official's decision.

### ***Spectator's Code of Conduct***

- Display good sportsmanship. Always respect players, coaches and officials.
- Act appropriately; do not taunt or disturb other fans; enjoy the game together.
- Cheer good plays of all participants; avoid booing opponents.
- Cheer in a positive manner and encourage fair play; profanity and objectionable cheers or gestures are offensive.
- Help provide a safe and fun environment; throwing any items on the ice surface can cause injury to players and officials.
- Do not lean over or pound on the glass; the glass surrounding the ice surface is part of the playing area.

- Support the referees and coaches by trusting their judgment and integrity.
- Be responsible for your own safety – be alert to prevent accidents from flying pucks and other avoidable situations.
- Respect locker rooms as private areas for players, coaches and officials.
- Be supportive after the game – win or lose. Recognize good effort, teamwork and sportsmanship.

## **USA HOCKEY ZERO TOLERANCE POLICY FOR PARENTS/SPECTATORS**

In an effort to make ice hockey a more desirable and rewarding experience for all participants, USA Hockey has instructed the Officiating Program to adhere to certain points of emphasis relating to sportsmanship. This campaign is designed to require all players, coaches, officials, team officials and parents/spectators to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey-sanctioned games.

Under this initiative, the game will be stopped by on-ice officials when the parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. The on-ice officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectator's viewing and game area. Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall include:

- Use of obscene or vulgar language in a boisterous manner to anyone at any time.
- Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
- Throwing of any object in the spectators viewing area, players bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.

## **HHA CODE OF CONDUCT AND DISCIPLINE**

HHA recognizes that Ice hockey is a rigorous, challenging team sport, providing opportunities for the wholesome development of individual skill and character, as well as teamwork and good sportsmanship. It is the responsibility of each player, parent, coach and parent coordinator to ensure that these opportunities are equally available to all members of HHA and that the Association will always be recognized by its high standards of sportsmanship, conduct and competition.

Supplementing USA Hockey and NH Hockey standards of conduct, some general guidelines for HHA players and families include:

### ***PLAYER CONDUCT***

1. At no time, on or off the ice, shall a player use disrespectful, abusive or obscene language to coaches, coordinators, parents, officials, teammates or players on the opposing team. Unsportsmanlike conduct in the form of gestures, slapping boards with sticks, or other dramatic displays of individual anger are prohibited.

2. The use of alcohol or drugs is absolutely forbidden while participating in any HHA related activity; and will result in automatic suspension for the remainder of the season.

3. Each player shall respect the property of others at all times.

4. All players are responsible for their jerseys and must maintain them in clean and good condition. All players are required to wear complete equipment for all on-ice activities, as per USA Hockey Rules.

5. Fighting before, during or following a game, whether on or off the ice, is strictly forbidden and will be subject to disciplinary action by the Coaches and the Disciplinary Committee, regardless of any penalties imposed by the game officials.

6. Coaches shall have the authority to bench any player for any part of a game, or for any part of a future game, for open personal criticism of teammates, abusive or obscene language, or unsportsmanlike conduct, regardless of any action or lack of action by game officials, both home and away. Discipline problems that cannot be resolved at the team level shall be referred to the Disciplinary Committee for action.

7. Any player who intentionally damages a rink or other personal or public property while participating in any HHA related activity, will be automatically suspended until restitution is made, and will remain on probation for the remainder of the season. Any further infractions while on probation will result in automatic suspension for the remainder of the season. Unintentional damages will require prompt restitution in order to avoid suspension/probation.

8. In extreme cases, the Disciplinary Committee may set forth penalties which it feels are necessary to protect the best interests of HHA.

### ***PARENT CONDUCT***

1. Parents will promote the HHA philosophy of good sportsmanship in accordance with USA Hockey's Zero Tolerance policy. The challenge to all parents is to remember that enthusiastic encouragement of a positive nature will strengthen their child's character as well as his/her hockey skills. Negative actions can promote

undesirable emotional stress, poor sportsmanship, and possibly, ugly physical confrontations.

2. Parents must recognize that their child's Coach, his assistants and Parent Coordinator, are responsible for developing team play, as well as individual player skills. One of the Parent Coordinator's functions is to serve as a liaison between parent and Coach. However, if you have a concern about ice time, discipline or personal problems, please discuss it with the Coach in private and spare the team, yourself, and your child the problem of dividing loyalties. Any serious or unresolved problems should be brought to the attention of the President of the HHA Board or the Disciplinary Committee.

3. Coaches at all levels of play will establish guidelines for when (or if) parents are allowed in locker rooms. These guidelines will be communicated to parents via the Parent Coordinator.

4. No parent is permitted on the ice at any time, unless a medical emergency exists, and they are summoned by an official. Parents are not allowed on the bench during games and practices, unless registered and insured by USA Hockey and invited by the team Coach.

5. In the event of an extreme parental vocal or physical provocation of referees, coaches, or players, the parent will be asked to leave the arena by an on-ice official or the Rink Manager, and the matter will be referred to the Disciplinary Committee. HHA reserves the right to ban the offending parent from future games and practices. Failure to comply with this ban will result in suspension or termination of the player. Players who do not adhere to time guidelines for games and practices will risk curtailed ice time, benching or other sanctions at the Coach's discretion.

6. Players are expected to attend all games and practices. If your child is unable to attend, you must give reasonable notice to one of the Coaches. Coaches at all levels of play will establish time guidelines for when players are expected to arrive for games (home and away) and practices and when they should be ready to play.

7. Parents are responsible for the custody and transportation of their children. They are also expected to supervise them appropriately to ensure that the rules of the rink and HHA are observed.

### ***COACH AND PARENT COORDINATOR CONDUCT***

1. Each team will have a Head Coach. The Head Coach is responsible for appointing an Assistant Coach with approval of the HHA board.

2. Coaches and Parent Coordinators, working together, will promote the USA Hockey Zero Tolerance policy and the HHA philosophy of good sportsmanship.

3. Coaches and Parent Coordinators will endeavor to set a good example of personal conduct at all times, and shall promote TEAM and INDIVIDUAL development.
4. Coaches may take reasonable disciplinary actions including benching players if appropriate. Players should be told exactly why such action was taken.
5. All Coaches will be certified in compliance with the requirements of the USA Hockey Guidelines and those leagues in which HHA is a member, including background checks as delineated by NH Amateur Hockey Association. All Coaches, Assistant Coaches or others assisting on the bench must be registered with and insured by USA Hockey. **NO NON-REGISTERED PERSONS SHALL BE PERMITTED ON THE ICE OR ON THE BENCH DURING GAMES OR PRACTICES.**
6. Coaches and Parent Coordinators should strive for parental involvement by:
  - [a] Understanding the parents' concerns and allowing them to express their feelings freely.
  - [b] Soliciting the active support of parents by establishing specific duties and responsibilities, i.e. scorekeeper, timekeeper, etc.
  - [c] Communicating the objectives for the season's program and what is to be expected of both parents and players.
7. All tournament invitations must be reported to the Scheduler. The decision to attend a tournament will be made mutually by the Coaches, Parent Coordinators, and parents.
8. The Scheduler is responsible for scheduling all practices and games. All schedule changes must be approved in advance by the Scheduler.
9. Obscene or abusive language, unsportsmanlike displays, intoxication, or substance abuse shall not be tolerated and will be referred to the Disciplinary Committee for action.
10. Coaches and Parent Coordinators are responsible to see that locker rooms (home and away) are left clean. Any damage must be reported to the Rink Manager immediately.
11. The Parent Coordinator shall notify the Chairman of the Disciplinary Committee of all player/coach suspensions within 72 hours of occurrence.
12. Coaches and Parent Coordinators are responsible for seeing that any suspended player sits out all required games as required by league rules.

## **DISCIPLINARY COMMITTEE**

### ***Disciplinary Committee Purpose:***

The Committee is convened to review actions as noted in the section of this handbook covering suspensions and other disciplinary matters, and as required by USA and

NHAHA standards and rules. The Committee will enforce HHA rules, rules as set forth by the USA Hockey, NHAHA By-Laws and the expectations of HHA regarding conduct. The Committee must follow the USA Hockey rules in setting minimum responses to infractions, but should and may exercise its discretion to impose a more severe penalty should the Committee believe in its sole discretion that such a penalty is warranted. It is not the purpose of the Disciplinary Committee to “second guess” or evaluate the decisions made by on-ice officials.

***The Committee and Officer Responsibilities:***

The Disciplinary Committee shall consist of five members; three will be a quorum. The HHA Board Vice President shall preside over the Committee as its Chairman. The HHA Board Secretary will act in the capacity of Vice-Chairman. The two will choose three at-large members (who need not necessarily be HHA Board members) to serve on an as needed basis. One of the three at-large members will be appointed to act as Secretary of the Committee.

The Chairman shall preside at all meetings and in his/her absence, the Vice-Chairman should preside. The Secretary of the Committee is responsible for collecting all evidence for orderly presentation at the hearing and for notifying all “charged” individuals no later than three days before a hearing of the charges against them and the time, place, and date of the hearing. The Secretary will be responsible for issuing a written report documenting decisions made by the Committee.

***Meetings and Hearings:***

1. The Disciplinary Committee will meet on an as needed basis. Three days notice will be given to all parties.
2. Each case will be heard separately. Only those individuals associated with a particular case will be in the hearing room at a given time.
3. Each hearing will begin with the Chairman reciting the charges or offenses.
4. The individual charged will be expected to make a brief statement regarding the charges.
5. Coaches, parents, and other appropriate individuals will also be permitted to make statements, but only as they are recognized by the Chairman.
6. The Committee may make inquiries of clarification.
7. The Committee will meet in closed session to decide actions, if any, to be taken.
8. The individual will be advised of the Committee’s decision.
9. Decisions will be documented in writing and distributed to the individual, their parent, the Coach, all Disciplinary Committee members and the HHA Board President.
10. In the event that a Disciplinary Committee member or family member is the subject of a charge or hearing, that member will not participate as a member of the Committee for that particular deliberation. The Chairman shall appoint a replacement for that deliberation.

### *Appeal Process*

Decisions and sanctions handed down by the Disciplinary Committee may be appealed. A written appeal must be submitted to the President of the HHA Board (in the case of absence, his/her surrogate) no later than (3) days following the Disciplinary Committee decision. The President will then call a special meeting of the full Board within (7) days of its receipt to review the appeal and will render a decision no later than (3) days thereafter.

## **BOARD OF DIRECTORS**

The HHA board is comprised of approximately 20 local volunteers appointed pursuant to our Bylaws. The Board meets on the second Tuesday, usually at 6:30 pm, of every month to review issues of importance to the Association and to establish policy. Meetings are held at the Hanover Fire Station just past the golf course on Route 10. A list of Board members, with contact information and areas of responsibility, is posted on HHA web site.

## **LEVELS OF PLAY**

The Hanover Hockey Association offers a variety of different hockey opportunities for youth ranging in age from pre-school into high school.

### *Learn to Play & House Mite*

For younger skaters who are no older than 8 on Dec. 31 of the current season, we offer co-educational Learn to Play and House Mite programs. Children who have very limited skating experience are encouraged to start with our Learn to Play program and graduate to the House Mite program before moving to higher levels of play. The House Mite program offers local game play in addition to ongoing instruction. HHA has designed these programs to encourage participation and create points of entry throughout the season. The most up-to-date details regarding these programs is provided on our web site.

### *Co-Ed Travel Teams*

Beginning at the Mite (age 7 by Dec. 31 and older) level and continuing through the Bantam level, HHA offers **Co-Ed Travel** teams that usually participate in the Granite State League (GSL), but, in some cases as determined year to year, on an independent basis.

The GSL is a competitive New Hampshire hockey league that has multiple tiers within each age group with **LEVEL 1 / Tier 1** being the most competitive level. HHA seeks to place Hanover teams at levels that allow them to have a competitive hockey experience.

However, the GSL makes the final decision, not HHA at which levels HHA teams will be allowed to play in.

Tiers are petitioned in the summer and announced in September. However, this is subject to change in the event final registration results in our offering more or fewer teams at a given level and/or the GSL decides to shift one of our teams to ensure competitive balance.

### **Girls Teams**

The Girls' Program will accept girls from the squirt age to high school and can include a variety of skill levels. It is acceptable for a novice skater to begin playing with the Girls' Program as late as the 8th grade, and they will be evaluated and placed on teams based on their ability and potential for development through the season.

The final number of Girls' teams created will depend on the numbers of girls enrolled. It is anticipated that HHA will be able to offer a Girls U12 and a Girls U14 option and possibly an in-house development team if final registration permits.

## **FOCUS OF EACH LEVEL OF PLAY**

### ***LEARN-TO-PLAY HOCKEY***

The practices for Learn to Play Hockey will emphasize fun, basic skating skills, beginning stick handling and introduction to the game of hockey in a non-competitive environment.

### ***HOUSE MITE***

Using skills learned at the Learn-to-Play Hockey level or its equivalent, the goals are to begin coordinating those skills into passing, receiving and shooting the puck. Drills will be simple, emphasizing skating ability, turning, stopping and skating backward. There will be an introduction to the rules of the game, in-house games and perhaps a few games against programs in very close proximity. Many games will be conducted in the cross ice format recommended by USA Hockey to maximize involvement by players in game.

### ***TRAVEL MITES***

The mite travel option is offered to players who want a high competitive level of play with games against Granite State Hockey League teams throughout the State and Vermont teams of comparable ability. Generally there are two practices per week and games on Saturday and Sunday. This team typically plays in a tournament during the season.

## ***SQUIRTS***

Player placements at the Squirt level will determine whether a player will be assigned to the Green, White, Blue, or Red team. In general, it is expected that players registering at the Squirt level will have been introduced to hockey via at least the Learn-to-Play program and will have experienced competitive play at the House level. However, it is possible for a novice skater to begin playing at the Squirt level and make rapid progress, and the Squirt Red or Blue team is appropriate for a beginning hockey player.

The **Squirt Red** team, when registrations permit, will serve as a development team focused on individual hockey and skills. Rules and basic team concepts are also introduced, and the team plays an independent (not affiliated with a league) schedule of teams of comparable skill in New Hampshire and Vermont.

The **Squirt Blue** team will focus on continued development of basic individual hockey skills utilizing numerous drills and scrimmaging. Rules and simple team concepts are also introduced. This team plays a GSL schedule made up of games against teams of comparable skill. Travel on this team is sometimes more limited than the GSL teams.

The **Squirt Green** and **White** teams practice twice per week and generally will have games on both Saturday and Sunday. They will complement league play with games against non-league opponents in New Hampshire and Vermont. This team typically plays in the GSL season ending tournament if they qualify.

The **Squirt White** team can be expected to incorporate more complex individual skills and team concepts. Players at this level are expected to have a sound understanding of the rules of the game and will begin developing a deeper appreciation of team play. The Squirt White team has been declared at GSL Level 3.

The **Squirt Green** team will emphasize refinement of individual skills and the ability to execute at high speed and under more competitive situations. Team play will be further developed by emphasizing positioning and introducing more complex team situations. The Squirt Green team has been declared at GSL Level 1.

## ***PEEWEEES***

The PeeWee level is the first level at which checking (physically attempting to interrupt the progress of the puck down the ice by bumping the skater in possession) is permitted. As a result, speed and size are major factors in successful play. Although many players look forward to checking, the nature of growth patterns can cause a very large disparity in the players' sizes. Legal and appropriate methods of checking, and the preparation for being checked, will be taught by the coaches. At this level, all players are assumed to be relatively skilled in the basics of skating, understand team concepts, and know the rules of the game.

The **PeeWee Blue, White, and Green** teams play in the GSL in tiers of appropriate skill and ability. All teams will complement GSL play with games against other New Hampshire and Vermont teams. Each team is planned for two practices per week and generally will have games on both Saturday and Sunday. These teams typically play in the GSL season ending tournament if they qualify.

### ***BANTAMS***

Speed, size and intensity are even more important factors at Bantams. At Bantams, players are developing physically at very different rates, and coaching will emphasize high levels of skill and speed and execution with strength. Players are developing the skills that will allow them to try out for the High School team. Shooting, passing and moving without the puck are strong requirements, as are a demonstrated understanding of the rules and efficient team play.

**Bantam** teams will complement GSL play with games against other New Hampshire and Vermont teams. There are usually two and sometimes three Bantam teams (Blue, White, & Green). All teams will play in the GSL season ending tournament if they qualify.

### ***MIDGETS***

With a split season Midget program now underway within the GSL, HHA may offer this option to high-school age players during some years when there is sufficient interest. The split-season midget team is often organized by a parent of a player as it's registration and scheduling fall outside of the typical HHA timing. Announcements about this program are made through the website in the spring and summer.

### ***GIRLS TEAMS***

The Girls' U12 team will begin to develop more complex individual skills and will be taught a fuller understanding of the rules of the game. Team play will be further developed by emphasizing positioning and introducing more complex team situations. This team will practice twice per week and generally will have games on both Saturday and Sunday. Their game schedule consists of games against nearby (as much as possible) teams that are competitively challenging. They typically play in one or two travel tournaments during the season.

The Girls' Green (U14) team players are expected to have a sound understanding of the rules of the game and will begin developing a deeper appreciation of team play. Advanced individual skills, the ability to execute at high speed and under more competitive situations, positioning and more complex team situations will be introduced as the level of play allows. This team will practice twice per week and generally will have games on both Saturday and Sunday. Their game schedule consists of games against nearby (as much as possible) teams that are competitively challenging. Novice players

who wish to participate on this team should expect some limitation on game participation until such time as a minimal level of skill appropriate to the level of play is developed.

## **FINANCIAL INFORMATION**

The Hanover Hockey Association is a nonprofit organization (under IRS Code Section 501(c)(3)) that attempts to generate sufficient revenues (principally from player registrations) to meet operating expenditures (principally for ice rental, tournament fees, and referees). Our goal is to provide a high quality, educational and competitive hockey experience. In order to control the growth in registration fees, volunteers are necessary for virtually all of the Association's operations. Scholarships may be awarded when a family demonstrates exceptional financial need, and goalies are subsidized, through loaner equipment for Mites and Squirts and registration subsidies at the PeeWee, Bantam and Girls levels.

The Association's operating expenses are budgeted annually in June at break even levels. Registration fees for the year are set to achieve this goal with some capital items funded out of prior year fund balances. Most of our revenues are derived from registration fees, with lesser amounts raised from tournaments we sponsor, the 3x3 program and small amounts raised through an equipment sale and holiday tournament program solicitation.

Ice rental and tournament fees comprise most of the Association's expenses. Referees, USA Hockey registration fees, insurance and other costs continue to increase at a modest pace, and represent the balance. Because of rising costs, HHA will only fund a single tournament for teams. For GSL teams, this is presumptively the GSL tournament, if the team qualifies. Additional tournaments shall be played only if funded by families associated with the team.

## **REGISTRATION INFORMATION**

Information regarding fees and payment schedules, out-of-district petitions, releases and waivers, and tryout schedules are available from the Registrar. Most of this information is also posted on the web page. Critical policies to understand include:

### **NO-PAY, NO-PLAY**

Due to problems associated with collecting fees in prior years, HHA has moved to an early registration and payment plan and has adopted a strict "no-pay, no-play" policy. The new registration policy requires that all fees must be paid, or an extended payment plan must be approved by the Registrar, by the final registration date. If these requirements are not satisfied, players will not be allowed to participate in warm-up sessions or tryouts. Moreover, a player could lose the right to participate in the program if there is a waiting list to fill open positions.

This policy was enacted after much soul searching. On the one hand the board knows that hockey is expensive, and we will make every effort to accommodate families who may have difficulty making payments and approach the situation in a responsible manner. Toward that end we offer a scholarship program that grants rate reductions to some members who establish their need before the start of the season. We also allow extended payment plans provided that a request is made in writing to the Registrar. On the other hand, we also feel that it is unfair to allow a minority of people to disregard their financial obligations to the Association.

## **SCHOLARSHIPS**

A limited number of scholarships are offered to Association players. All applications for scholarships will be reviewed by the Scholarship Committee pursuant to the Registration, Refund and Scholarship Policy, as posted on the web site. Scholarship requests should be made in writing to the Registrar.

## **REGISTRATION FORMS**

In addition to the registration form, players must sign and complete several other forms in order to complete the registration process. These include:

**HHA Code of Conduct,  
Consent to Treat,  
Waiver of Liability**

The above forms can be found at the HHA web site. Additionally, in order to participate in any HHA on-ice activities, all players must register online with USA Hockey. Of special note is that insurance coverage is only procured when such registration occurs, so our policy of nonparticipation without proof of USA Hockey registration is critical. For more information regarding online registration, please refer to the HHA website.

## **OTHER HHA POLICIES**

The HHA has a variety of guidelines and policies that guide our operations. These include our Tryout Guidelines and the aforementioned Registration, Refund and Scholarship Policy. A summary of other major policies is presented below. Please consult our web site, [www.hanoverhockey.org](http://www.hanoverhockey.org), or contact a board member for more information.

### **Refund Policy**

In general, HHA does not offer refunds for registration fees except in limited circumstances as set forth in our Registration, Refund and Scholarship policy. This policy is posted on the web site and should be reviewed carefully by all families. However, refunds are issued to players who make one of the high school hockey teams and choose to discontinue participation in our Bantam program. This is on pro-rated

bases. Refunds are also considered for some very limited and special cases involving a long-term injury or a family moving. Once paid, the USA hockey registration fee will not be refunded in any circumstances. Please contact the registrar for details.

### **Dress Code**

All participating players of the HHA will wear a standard uniform of white helmet, black gloves, and black pants with home or away jersey and socks, as indicated by game location.

### **Goalie Equipment/Subsidy**

The HHA recognizes the high expense of goalie equipment and offers two programs to assist families.

1. HHA will provide leg pads, chest protectors, catchers and blockers to mites, squirts, and for the first year of goaltending for goalies on Girls' teams. Please contact our Goalie Equipment Coordinator for more information.
2. For peewees, bantams, midgets, and girls (after the first year) level we provide a fee reduction to offset some of the expenses associated with purchasing goalie equipment. Please contact our registrar for information about the rate reductions.

### **Out-of-District Players and Late Registrants**

The HHA is intended first and foremost to serve the members of our district who register on a timely basis. We allow “out-of-district” players to join the Association when our numbers will allow it. Once accepted into the association, out of district players are considered in district players, provided they continue to play for the association. New OOD players will not be considered until we determine the number of players pre-registered at each level pursuant to the Registration, Refund and Scholarship Policy. In district players who register late will be evaluated under same standards as out of district players – meaning they will only be accepted assuming we have adequate room for them. They should not assume they will have precedence over out of district players.

### **Referee Subsidy**

The HHA is in need of certified referees. In an effort to encourage players to become officials, the HHA has agreed to subsidize first year officials from within our Association as follows: 1. The Association will pay the registration fees for referee clinics and: 2. The Association will also subsidize the purchase of required equipment (helmet and jersey) once the minimum number of HHA games have been refereed. Please contact our Referee Committee for more information

### **Play Up Policy**

The HHA **strongly** recommends that all players participate within the age groups recommended by USA Hockey. However, the HHA also recognizes that some parents may wish to have their child “play up” in an older age group. Though decisions to play up should consider many factors, including safety, skills development and social issues,

the HHA recognizes the responsibility and right of parents to request the level of play for their child. Therefore, the HHA will consider written requests for players to play up. The sole factors that the board will consider in deciding whether to approve or deny such a request will be the number of players registered and the number of teams planned at the age groups involved. If a petition to play up is approved, the player must participate at the approved level. In particular, no reconsideration will be allowed based upon the team placement following tryouts.

### **Part-time Goalie Policy**

During try-outs a player who would like to split time between playing goalie and skating out, will need to choose one position or the other. This should be the position they would prefer to play if they had to play it 100% of the time. They will be evaluated and placed on a team based on this position. During the regular season, players need to be prepared to play at the position for which they tried out. After team selections are complete it will be at the coach's discretion how often the player gets to skate at their alternate position, if at all.

## **PARTICIPATION ON THE BOARD OF DIRECTORS**

A list of current Board members can be found on the web site. Nominations for board positions are solicited each spring, and we generally have been able to offer positions to all individuals who have received widespread support.

A review of the individuals currently serving on the board shows that we represent a broad cross-section of the Association and have children playing within all age groups and at all levels of play. During recent years we have worked hard to increase female representation on the board, and we now have several women serving in various capacities. We have also recruited goalie representatives.

We are always looking for people who would like to contribute more to the Association. If you have some interesting ideas, or if you would like to simply learn more about the Association and the issues that we are dealing with, please contact the board member responsible for leading the specific effort of interest or the President. Please also feel free to attend all meetings.

## **MEETINGS**

Board meetings are held on the second Tuesday of the month at 6:30 PM at the Hanover Fire Station. Meetings are open to all members of the Association.

## **RECENT AND UPCOMING BOARD ACTIVITIES**

- HHA runs a preseason Hockey League for all ages and groups. This hockey program emphasizes fun games in several formats (small area and full-ice), skating development, and skills development.

- With such an interest in recreational skating in the Upper Valley, there is a critical shortage of prime ice times available for youth hockey. There exists an active community interest in the construction of a new rink in our area that would help with this problem. HHA is in support of this activity.
- HHA has entered into an arrangement with David Reece to offer supplemental power skating instruction during team practice sessions. As the program progresses, parent and player feedback is most welcome.
- HHA will again be offering a pilot program for goalies offering additional clinic instruction from experienced college level goalie coaches. Feedback to the Goalie Advocate is most welcome as this program is implemented.
- Additional support to our coaching staff is often provided by Dick Dodds, Head Coach of the Hanover High School Varsity program as well as other guest coaches, Dartmouth, and Hanover High School players throughout the season.

*Do you think there are other high priority items that the Association needs to address? Are you interested in contributing to these or other efforts? Do you have any special skills - organizational, coaching, legal, financial, fundraising, etc. - that you can offer? Please speak to a board member . . . we can always use extra help!*

## **ORGANIZATION OF THE HANOVER HOCKEY ASSOCIATION**

The Hanover Hockey Association operates under organizational guidelines contained in its Rules and Regulations. The following, amended and adopted in May 1996, govern the organization and operation of the Association.

A. The HHA is a member of the New Hampshire Amateur Hockey and adheres to all the rules and regulations outlined by this organization.

B. The HHA is registered with the IRS as a not-for-profit organization.

C. Membership status is bestowed on any youngster and his/her family who registers and pays the annual registration fee.

D. The Executive Committee will be the policy making body of the organization and will adhere to the following executive and organizational guidelines:

1. The Executive Committee for each following year will be nominated by a committee appointed by the President of the Association, consisting of one current member of the Executive Committee, one current member of the General Board of Directors and one member at large of the Association. The nominated slate will be presented to the General Board of Directors at the last meeting of each year. The Board

must accept, by simple majority, the entire slate or a new slate will be presented by the Executive Committee. The newly appointed Executive Committee will serve a one-year term. There will be no limit to the number of consecutive terms an individual can serve on the Executive Committee.

2. The Nominating Committee will designate a president, vice president, secretary, treasurer, scheduler, registrar, coach coordinator, parent coordinator, and at large member for the Executive Committee. The Nominating Committee will be appointed by the President and be made up of one member of the Executive Committee, one member of the General Board and one member at large.

3. The duties of the aforementioned officers will include:

a. The President will call for regular meetings (at least one per month during the season) and will serve as agenda officer for the meetings. The President will also have the authority to call an emergency meeting.

b. The Vice President will assume the executive duties of the President if the latter is unable to be present at any Executive Committee or General Board meetings.

c. The Secretary will compile and distribute minutes of the Executive Committee and General Board meetings to all committee members. The Secretary will also verify that a quorum is present for each vote and verify the eligibility of voting members

d. The Treasurer will receive all funds due to the HHA and will deposit them in a chartered bank. The Treasurer will also take part in the development of an annual budget and will provide the President with periodic updates of the actual budget throughout the year.

e. The Scheduler will schedule HHA games at all levels and it will be his/her responsibility to ensure that coaches and players are provided with updated schedules. The Scheduler will also schedule ice rental for HHA teams.

f. The Registrar will maintain a master file of all registered programs, teams and players. The Registrar will also advise the HHA about players who should be suspended and the reasons for the suspension. It will also be the Registrar's responsibility to verify all teams and player registration so that it complies with both NH and USA Hockey rules and regulations and complete all paperwork for appropriate registration of teams and players with the State and National Associations.

g. The Coach Coordinator will establish the eligibility of HHA coaches and ensure that all HHA teams are being adequately coached. The Coach Coordinator will also investigate situations where coaching privileges may have to be revoked. The Coach Coordinator will also be sure to inform all coaches of necessary accreditation that they will need to coach teams and inform the coaches of the dates and times of accreditation sessions so that they can receive appropriate accreditation.

h. The Parent Coordinator will work with assigned team parent coordinators to educate the team parent coordinators on their responsibilities and to distribute all needed information to assist the players and parents.

i. The At Large Member will be responsible for assignments as requested by the President.

4. Executive Committee meetings will be open only to Executive Committee members and to those individuals invited by the President or his or her designate.

5. Disputes arising within the organization will be ultimately arbitrated by the Executive Committee.

6. All policy decisions will be made by a vote taken at an official Executive Committee meeting. A simple majority rule will decide policy decisions. The President will cast the deciding vote in the event of a tie. Input from all HHA members shall be duly considered when making policy decisions.

E. A General Board of Directors will be appointed and made up of individuals with youngsters in the program or individuals in the community with strong commitments to the philosophy of the HHA program. The board will adhere to the following organizational principles:

1. The board will be an advisory board to the Executive Committee and will not be a policy making group.

2. The board will be made up of between 15-20 individuals per year to serve one, two or three year terms (individuals can serve consecutive terms if nominated to do so).

3. Replacements to the board will be appointed each year after being nominated by a Nominating Committee as outlined in No. II, Section D, No. 3. If a member chooses not to serve out his entire three-year term, the President shall appoint a replacement for the remainder of the term.

4. Members of the Executive Committee will be considered members of the Board of Directors.

5. The President of the Association (or his designated replacement) will schedule and chair board meetings and will serve as agenda officer.

6. The Secretary of the Executive Board will also serve as Secretary for the General Board and will keep the minutes of the General Board meetings.

7. The General Board shall meet at least monthly during the season and these will be open to any member of the Association.

8. The General Board members will also be asked by the President to coordinate special projects that the Association will undertake throughout the year.

F. Eligibility: All youngsters in our district (as outlined in the NH Amateur Hockey Association official Guide) wishing to participate in the HHA will become members upon payment of the annual registration fee. Youngsters from outside the HHA district will be able to join the HHA if a waiver is obtained from their home organization. The HHA will not actively encourage individuals from other areas to join the HHA, but youngsters from other communities will be allowed to participate in the HHA if they wish. The Executive Committee may also place limits on the number of youngsters outside the HHA district to be placed on HHA hockey teams. These limits will be set on a yearly basis by the Executive Committee.

G. Changes in Rules and Regulations: The rules and regulations of the Hanover Hockey Association can be changed only by a two thirds vote of the General Board of Directors at a regularly scheduled meeting.

H. An annual meeting of the HHA membership will be held at a monthly Board of Directors meeting each year as designated by the President. This annual membership meeting will normally be the May Board of Directors meeting.

## **PLACEMENT GUIDELINES**

Placements determine the placement of all players participating on GSL travel teams. The Association follows the guidelines below for conducting Placements and placing players on the appropriate team. Please also review the USA Hockey editorial below about Placements that follows the guidelines.

### ***PARENTS AND THE PLACEMENT PROCESS***

Tryouts! The word can send shivers down the backs of coaches, parents and players. Does it have to? Absolutely not! As the parent of three sons in youth hockey, I'm convinced that the tone we set as parents can make the process positive.

The most important group in a successful tryout process is not the coaches or the players, but the parents. Parents must build a positive image of their local program and the placement experience with the player. We don't want our children to start looking for someone else to blame if they don't meet their goals.

The attitude of the parents is the most critical element to ensuring a positive experience. Too often in youth sports the outcome is far more important to the parents than it is to the player. Kids who naturally want to please their parents then feel pressure and anxiety.

Tryouts are rehearsals for college admissions and job applications. There will be achievements and disappointments, but the ultimate success will often be

based on how they deal with the results. I've seen players who did not make the "top" team, but turned it into an opportunity to develop at a faster pace as better players on other teams. I've also seen the tryout become the high point of a player's season. As one of the lesser skilled players on a better team, self-confidence can be challenged, ice time reduced, and skill development slowed.

When tryout time comes, check your own ambitions at the door. If it's their goal to make a certain team and they are successful, let them enjoy the moment. If not, help them deal with it, but emphasize they now have an opportunity to be a key member of their team and develop into a better player as a result.

Mark Johnson  
USA Hockey Athlete Director,  
Former NHL player and member of the 1980 "Miracle on Ice" Olympic team  
USA Hockey Magazine, September 2000

### ***HHA PLACEMENT GUIDELINES***

These guidelines are a rewrite of the placement guidelines from May 1996, updated in August 1999, and further updated in 2005 & 2011 as a result of several recommendations of the HHA Board. The original (May 1996) guidelines were a result of work by a previous incarnation of the Placement Committee that, in turn, updated the March 1994 version of the placement guidelines.

### ***DEFINITIONS***

"Placement Committee" – The Placement Committee is a standing committee of the HHA Board that consists of a minimum of three and a maximum of five (5) persons appointed by the HHA Board and may consist, in part, of persons who are not members of the HHA Board. The Placement Committee shall generally oversee the placement process, as set forth in greater detail in these Placement Guidelines, and shall periodically review the placement process and, to the extent that changes or improvements can be made to the process, make appropriate recommendations to the HHA Board.

"Placement Committee" – Prior to the commencement of Placements each year, a Placement Committee shall be appointed by the Placement Committee for each of the following levels (Mite, Squirt, Pee Wee, Bantam and Girls). The Placement Committee shall consist of at least three (and preferably five) persons with hockey backgrounds. One member of each committee shall be a prospective coach for the level who is recommended to participate on the Placement Committee by the Coaching Coordinator.

"Lead Evaluator" – The Placement Committee shall appoint a Lead Evaluator on each Placement Committee, who shall have the duties set forth in these Placement Guidelines.

“Placement Coordinator” – Prior to the commencement of Placements, the Placement Committee shall appoint one or two Placement Coordinator(s) for each level, who shall have the duties set forth in these Placement Guidelines.

“On-Ice Facilitator” – The On-Ice Facilitators are the persons selected by the Lead Evaluator, often with assistance from the Placement Committee, to run the placement sessions and drills. The On-Ice Facilitator shall not serve on the Placement Committee.

- A. The Placement Coordinator will serve as the liaison with parents, the Placement Committee and the Placement Committee. The Placement Coordinator’s role is to facilitate the placement process for the designated level. The Placement Coordinator will be the primary contact with parents and shall serve as the placement spokesperson for the level, it being generally understood that the Placement Committee shall be insulated during the course of Placements from having to respond to parent questions and concerns. The Placement Coordinator is not eligible to serve as an evaluator. The Placement Coordinator will also assure that these Placement Guidelines are followed as closely as possible and interpret the intent of the guidelines as necessary. The Placement Coordinator will be responsible for promptly notifying the Placement Committee of team selections so that team postings can be posted per these guidelines, after the Placements are completed, make recommendations to the Placement Committee for improvements to the process.
- B. The Placement Coordinator shall ensure that these Placement Guidelines are handed out and explained to the parents before Placements. A meeting to explain the placement process shall be arranged by the Placement Coordinator and is usually held during the initial placement session. The On-Ice Facilitator and/or the Lead Evaluator shall likewise convey the Placement Guidelines to players at the beginning of the placement.
- C. A player's ability, as demonstrated during the placement, should be the basis for determining level of play, not his or her past performance which is only a factor to be considered when trying to differentiate between two otherwise equal players. Selection criteria to determine ability will be age specific and includes: skating (frontward, backward, turns), puck handling, shooting and team skills.
- D. For the players on the borderline between two teams, the Placement Committee shall make reasonable effort to contact the prior year’s coach for input prior to the last placement session. This means that there should be at least one day off between the last two placement sessions to give the evaluators time to evaluate input from prior year’s coaches. In addition, the placement Committee will hold a meeting prior to the final placement with the Lead Evaluator and Placement Coordinators to provide a forum to address any outstanding issues, questions or concerns that have arisen during the placement process (such as parent concerns, policy issues, etc.). The Placement Committee shall not, however, become

involved with player evaluation and this process is designed solely to address matters of policy and interpretation of guidelines.

- E. Age (first versus second year in a given age group) or previous year's level (assuming previous year was in the same age group) should be taken into consideration only when two players are of equal ability. In these cases, the second year player or the one playing at the higher level the previous year should have preference. No player should be guaranteed a position on a team due to the previous year's level of play.
- F. There should be a minimum of three placement sessions for each age level with the exception of Bantams and Mites. When there is a large number trying out, extra sessions may be added in the discretion of the Placement Committee.
- G. With the exception of the coaching representative, other members of the Placement Committee shall not have a vested interest in the team. Selection of the team should be based on the consensus of the committee as a whole. Only the Placement Committee members and the Placement Coordinator may be in the room when teams are being selected.
- H. The Lead Evaluator shall be responsible for finding on-ice volunteers for each placement session to run the Placements according to the Lead Evaluator's plan. The plan will be designed to allow the evaluators to make their judgments based on the criteria in these Placement Guidelines.
- I. Except in the case of a parent coach selected by the Coaching Coordinator to participate on the Placement Committee, the Placement Committee shall not contain persons who are related by blood or marriage (parent, grandparent, aunt/uncle, etc.) to players being selected at the level. In the case of a parent coach, the Placement Committee shall ask the parent coach to leave the room when his or her child is being discussed. The remaining members of the Placement Committee shall render a decision on the appropriate placement of the parent coach's child as soon as possible during the process, it being understood that certain players, especially returning players on the green team, often can be identified early in the process and that much of the later discussion by the Placement Committee is focused on the selection of players who are on the borderline between two teams. The coaching coordinator should postpone assignment of team coaching responsibility until teams are chosen.
- J. The Placement Committee shall identify a goalie coach consultant to attend placement sessions for each age level and make a recommendation to the Placement Committee on the placement of goalies. Goalies should be assigned based on ability so that each team has at least one goalie. The goalie consultant may be identified, at the discretion of the placement Committee, as a participating member of the Placement Committee.

- K. The time and manner of posting of team members will be determined by the Placement Committee and announced prior to the end of the last placement. All teams in the same level will be posted at the same time. Coaches or members of the Placement or Placement Committees should not call or otherwise notify players until teams are posted.
- L. The Placement Committee shall determine team assignments. After Placements are completed, all questions on player placement shall be directed to the Placement Coordinator or the HHA President. There is no right to appeal player placement on the grounds that the Placement Committee improperly evaluated a player. The sole grounds to appeal a decision shall be based on an egregious failure to apply policy that can be shown on a clear and convincing basis, after consultation with the Placement Committee, to have resulted in a player being placed at a different level than he would otherwise have been placed.
- M. Registration is for age group only and does not require a commitment on level of play. A parent does have the option to request a player be placed on a less competitive team prior to Placements.
- N. The number of players per team will be based on number of players, ability of players and an attempt to have teams of similar size (generally no less than 12 and no more than 15 skaters absent special circumstances such as a number of skaters at the level that is less than 36, but more than 30). Based on this guideline, the Placement Committee shall make a final determination of team size, unless special circumstances exist, in which case the Placement Committee shall be consulted with to approve any departure from this guideline (usually at the meeting that takes place prior to the final placement session).
- O. Colored jerseys with numbers on the front and back should be worn at Placements to assist with identification of players. The Placement Coordinator shall ensure that the jerseys are handed out and collected prior and after each placement session and that a record is maintained of the players and their jersey number. The same jersey number should be assigned for each session.
- P. Attendance is required at all sessions. Players will be excused only for bona-fide reasons by the Placement Committee provided the Placement Coordinator is informed prior to the placement. Sickness or injury is a bona-fide reason to miss a team placement session, and it is not expected or encouraged to allow a sick or injured player to attend team placement session(s). If a player is injured or ill and unable to participate in team placement sessions the following provisions apply:
  - A parent / guardian must notify the Placement Coordinator before the start of placement sessions.

- The Age Level Placement Committee (Mite, Squirt, Peewee, Bantam) shall determine the best approach for team placement of injured / ill players. Each injured / ill player situation will involve unique circumstances and therefore the Age Level Placement Committee may use very different approaches and criteria to determine placement of injured / ill players. For example, in the case of an injured / ill player with a long history at HHA, it may be very easy for the Age Level Placement Committee to determine team placement. In other cases, where less is known about player history, it may be more difficult to determine team placement.
- The Age Level Placement Committee may consider any information about player skills deemed relevant to team placement, including but not limited to prior leagues / teams, player age, prior coaches, and any other reliable information about the player's hockey history.
- In all cases the Age Level Placement Committee shall strive for expeditious placement of all injured / ill players so the Placement process can be concluded and teams finalized. In the absence of sufficient reliable information about injured / ill players the Age Level Placement Committee shall be conservative in player placement (e.g. tending toward blue and red team levels).
- These provisions do not apply to injured / ill players participating in placement session(s) and players already placed on a team.
- Appeal provisions for team placement is the same for ill / injured players and players participating in placement session(s).

Q. It is expected that players who have the pre-selected to play at the lowest tier will attend the initial placement session so that the Placement Committee can have a chance to evaluate the broad talent of the group since the relative strength of teams at all levels can influence the placement of players on the borderline between two teams.

## **PLACEMENT SKILLS ASSESSMENT FOR SKATERS**

### **OVERVIEW**

This document summarizes the hockey skills that are evaluated during the Placements for HHA travel teams. It is intended to serve three purposes:

1. This summary will help parents understand the multitude of factors that are assessed when evaluators make team assignments.
2. This summary can serve as a guideline for the Lead Evaluator assigned to prepare the on-ice activities at each level.

3. This information will help ensure that evaluators are consistent in applying evaluation criteria.

The skills summary presented below closely parallels the guidelines that were published in the July 1999 edition of the New England Hockey Journal. These in turn broadly encompass the detailed list of skills established by USA Hockey for each level of play. **As such, this summary is not intended to provide a complete checklist of skills required at each level, nor is it intended to serve as a specific rating sheet for players. Instead, it is offered to give parents an overall feel for what evaluators evaluate during the placement sessions.**

The Association would like to thank HHA Coach Carl Lovejoy for providing the original framework for this document. We are also grateful to the many HHA coaches who have contributed insight to shape some of the comments that are included. Finally, we owe a special debt of gratitude to Dick Dodds (HHS Head Coach), Bob Gaudet (Dartmouth Men's Head Coach) and Roger Demment (former Dartmouth Men's Head Coach) for serving as reviewers of these guidelines.

## VARIATIONS WITH AGE GROUPS

The list of skills below serve as the evaluation criteria for players at all age levels within the Association, from Mites through Midgets. However, the relative importance of certain skills or other attributes (e.g., size) varies between the entry-level Mite group and the advanced Midget group. This naturally reflects the level of individual and team skills that are expected at each level as well as the changing nature of the game as checking and physical play are introduced at the PeeWee and higher levels. Because of this, the on-ice activities used to evaluate players also vary with the age group being assessed.

In general, individual skills are weighted more strongly in the younger age groups, whereas team skills become relatively more important in the upper levels. For example, at the entry level Mite age group, the ability to skate and mastery of fundamentals play a strong role in the selection process. At the Squirt level, team play begins to play a more important role, in particular for groups that will play at very competitive levels. An understanding of more complex team concepts (e.g., forechecking responsibilities) becomes a factor at the PeeWee level, as does physical play with the introduction of checking. These become even more important at the Bantam and Midget levels where fast, aggressive play is the norm and a strong understanding of game concepts is expected.

Based on the relative importance of individual and team factors, as well as the depth of understanding of the game expected of players at different levels, the actual on-ice drills to assess skills varies considerably from Mites through Midgets. At the entry level, skills can frequently be assessed using a mix of well-designed drills supplemented by game situations (e.g., scrimmaging). At the Mite level, for example, game situations may account for less than one-third of the on-ice activities. The amount of time devoted

to game situations is expected to increase at each higher age group due to the greater demands on positional play and team concepts. At the Bantam and Midget age groups, for example, as much as two-thirds of the Placements can focus on evaluating the players in game situations. In considering game situations, a variety of formats may be used, including situational drills (1:1, 2:1, 3:2, etc.) and scrimmaging (3:3 or 5:5, full-ice or half-ice).

## SKILLS SUMMARY

Below are the ten key criteria that are evaluated as part of the placement. Three levels of information are presented. The most fundamental criterion is presented in **boldface**. Following that, several specific elements are listed. More in-depth ideas and comments from specific coaches on what they look for are shared in *italics*.

**It is important to note that the information in *italics* is presented to give the reader a more thorough background on considerations that are part of placement evaluations. These comments are not designed to be comprehensive, but instead are intended to convey nuances of the selection criteria in order to better educate parents and evaluators. Also, it is expected that the degree to which these specific points are expressed and applied will vary from one coach/evaluator to another and from one level to another.**

1. **Skating** – test for balance, agility, and lateral movement, acceleration and speed, forwards and backwards.  
*Ability to stop/start quickly, both ways*  
*Is skater in “ready” position?*  
*Cross-over, forward and backward, effective use of edges inside and out*  
*Check transitions, forward-backward and vice-versa*
2. **Puck-handling** – test for the ability to control the puck at various speeds in various situations, while skating both forwards and backwards.  
*Can a player skate and handle the puck?*  
*Is puck “cradled” and controlled both forehand and backhand, or dragged?*  
*Can he/she do the aforementioned with his/her head up?*  
*Does player effectively protect the puck using his/her body?*  
*Can he/she beat a player in a 1 v 1 situation?*
3. **Moving the puck** – test for passing skills, head-manning, and playmaking.  
*Can player pass/receive using both forehand and backhand?*  
*Is his/her head up?*  
*Does puck carrier look to pass to the open man?*  
*Does player make simple play to the open man in a better position?*  
*Can player anticipate an opportunity and move puck accordingly?*  
*Does player pass quickly or hold the puck too long and get caught passing late?*
4. **Shot** – test for accuracy and velocity; wrist, snap and slap shots as appropriate.  
*Does the player employ proper mechanics?*

*Can he/she shoot (and pass) without slapping the puck?  
Can the player take a backhand shot?  
Can he/she shoot “on the go?” Can player one-time a shot?  
Does player have a quick release?*

5. **Scoring ability** – test for ability to create scoring opportunities and to capitalize on those opportunities.  
*Does player see open ice and become a threat (with and without the puck)?  
Does player go to the net and/or fill slot as appropriate?  
Does player have stick on the ice ready to receive a pass?  
Can player convert when presented with an opportunity to score?  
Can player fake and/or freeze a defender/goalie to improve scoring opportunity?  
Is player hungry in front of net, able to gain rebounds?*
6. **Defensive skills** – evaluate positional play, body positioning, back checking and one-on-one play.  
*Does the defenseman know how to play a 1 v 1? A 2 v 1? A 3 v 2?  
Does player play between puck carrier and the open man if covering open man?  
Does player gain position between opponent with the puck and the net?  
Does the player know where to position himself/herself when backchecking?  
Is the player willing to backcheck?  
Does the player prevent opponent and/or puck from advancing?  
For Mites and Squirrels, can player properly execute a poke check?  
For Pee Wees and higher, can player initiate, maintain and finish a check?  
Does player have good judgment (e.g., step up vs. play back, play body vs. puck, etc.)  
Does player understand when to “pressure” and when to “contain?”  
Does he/she understand basic forechecking strategies and responsibilities?  
When checking, does player work to eliminate opponent’s time and space?*
7. **Positional play** – test for ability to understand and react to team situations.  
*Does a player work to get open?  
Does he/she understand the offside rule and work to remain on-sides?  
Does player maintain speed in neutral zone? Execute a neutral zone regroup?  
Does player understand cross-ice flow or merely play “up-and-down” the ice?  
Does the player know enough to cover “open” opponents?  
Does player adjust transitionally when puck is turned over?  
Does player know where to line up on a face-off and understand responsibilities?  
Does player know defensive zone responsibilities and play with discipline?*
8. **Hockey sense** – test for ability to anticipate and adjust to situations.  
What does player do away from the puck?  
Does he/she pass to open man or does he/she force passes into a crowd?  
Does he/she lead a player with passes?  
Does player control the puck and find best option, or quickly dump/slap the puck?  
Does player look to follow up a shot, either to gain a rebound or play defense?

Does player have good judgment at the blue line? Clears the puck when in defensive zone? Skates, passes or dumps appropriately near offensive zone?

9. **Non-skill related variables** – evaluate hustle, desire, aggressiveness, toughness, enthusiasm and listening skills.  
*Who “on the bubble” is going to work extra-hard to make a team?*  
*Who wants to listen and learn?*  
*Who will work hard at every practice and give 100% in every game?*
  
10. **Past performance** – gain knowledge of leadership, attitude, commitment to team, character, relationship with peers, relative maturity plus attributes covered in 9. (As per the placement guidelines, these criteria are applied when players are deemed to be of equal ability in the other criteria.)  
*Did player show respect to coach, teammates, self.*  
*Was the player a pleasure to have on the team?*  
*Did he/she work hard?*  
*Was the player committed to the team?*  
*Did he/she get along with teammates?*  
*Did player enhance or detract from performance of teammates and team spirit?*

## PLACEMENT SKILLS ASSESSMENT FOR GOALIES

### OVERVIEW

This document summarizes the hockey skills that are evaluated for goalies during the Placements for HHA travel teams. It is intended to serve three purposes. First, the summary will help parents understand the multitude of factors that are assessed when evaluators make team assignments. Also, it can serve as a guideline for the Lead Evaluator assigned to prepare the on-ice activities at each level. Finally, this information will help ensure that evaluators are consistent in applying evaluation criteria. **This summary is not intended to provide a complete checklist of skills required at each level, nor is it intended to serve as a specific rating sheet for players. Instead, it is offered to give parents an overall feel for what evaluators evaluate during the placement sessions.**

The Association would like to thank Cardigan Mountain School Coach Dave Hagerman for providing most of the information in this document. (We also thank him for the many hours that he has volunteered to conduct our goalie clinics and serve as a “goalie consultant” during our Placements.) We are also grateful to the many HHA coaches who have contributed insight to shape some of the comments that are included. Finally, we owe a special debt of gratitude to Dick Dodds (HHS Head Coach), Bob Gaudet (Dartmouth Men’s Head Coach) and Roger Demment (former Dartmouth Men’s Head Coach) for serving as reviewers of these guidelines.

### VARIATIONS WITH AGE GROUPS

The list of skills below serves as the evaluation criteria for players at all age levels within the Association, from Mites through Bantam. However, the relative importance of certain skills or other attributes varies between the entry-level Mite group and the advanced Bantam group. This naturally reflects the level of individual and team skills that are expected at each level as well as the changing nature of the game at different age groups.

In general, athleticism and potential may be weighted more strongly in the younger age groups, whereas positional play and control of rebounds become relatively more important in the upper levels. For example, at the entry level Mite age group, the ability to make the first save, whether through good positioning or quickness, is very important. At the older age groups a greater emphasis may be placed on a goalie being in a sound position to react and handle rebounds after the first save is made.

## SKILLS SUMMARY

Below are the ten key criteria that are evaluated as part of the goalie placement. These skills may be evaluated in short sessions that focus on the goalies, as part of drills that involve all players on the ice, or during scrimmage sessions. Three levels of information are presented. The most fundamental criterion is presented in **boldface**. Following that, several specific elements are listed. More in-depth ideas and comments from specific coaches on what they look for are shared in *italics*.

**It is important to note that the information in *italics* is presented to give the reader a more thorough background on considerations that are part of placement evaluations. These comments are not designed to be comprehensive, but instead are intended to convey nuances of the selection criteria in order to better educate parents and evaluators. Also, it is expected that the degree to which these specific points are expressed and applied will vary from one coach/evaluator to another and from one level to another.**

1. **Skating** – test for balance, agility, forward and backward movement, stops and starts, and pivots.  
*Ability to stop/start quickly, both ways*  
*Is goalie in “ready” position?*  
*Can goalie move laterally and change direction (coach uses hand signal to move front, back, left, right, up and down)?*  
*Evaluate quickness of movement (under control)*
2. **Crease movement** – test for the ability to execute standard movements in the crease, including post-to-post, “chops” along crease, forward-backward to-from the face-off circle.  
*Post-to-post*  
*“Chops” along the crease arc*  
*Forward and backward to and from the face-off circle*

3. **Standard moves** – test for ability to execute standard goalie moves.  
*Butterfly*  
*“Stacking”*
4. **Components** –evaluate the various goaltending components individually.  
*Use of hands, both blocker and glove*  
*Use of feet (kick save)*  
*Stick position during movements and saves*  
*Evaluate quickness (without over-reaction)*
5. **Puck control and stick handling** – evaluate goalie’s ability to control rebounds, direct the puck to desired areas.  
*Does goalie maintain proper stick position during setup and movement?*  
*Can goalie control a rebound?*  
*Can goalie redirect a shot to desired area?*  
*Can goalie stop the puck and make a pass to sides of the net?*  
*Have goalie execute “through-arounds”, moving behind next to stop puck being sent behind the goal, show ability to control puck for a teammate*
6. **Angles** – test for ability to understand and work with angles.  
*How does goalie respond to movement?*  
*Does goalie understand angles and the impact of the opponent’s stick/puck position?*
7. **Game situations**– evaluate ability to handle specific game situations.  
*Look for skill and understanding of how to handle dekes?*  
*Evaluate ability to stop first shot and be in position to handle rebounds*  
*Does goalie take himself/herself out of position when executing saves?*  
*How does goalie react to pressure in the crease?*  
*Does goalie try to maintain vision when given obstacles in front of the net?*
8. **Hockey sense** – test for ability to anticipate and adjust to situations.  
*Does goalie have an awareness of game situations?*  
*Does goalie react appropriately to play?*  
*Does goalie help direct the defense?*  
*Does goalie take charge of the crease area?*
9. **Non-skill related variables** – evaluate hustle, desire, aggressiveness, toughness, enthusiasm and listening skills.  
*Who “on the bubble” is going to work extra-hard to make a team?*  
*Who wants to listen and learn?*  
*Who will work hard at every practice and give 100% in every game?*  
*Does the goalie, in particular at the upper levels, have the courage to face hard shots and opponents who are crashing the net?*  
*How does goalie respond under pressure?*  
*Who will maintain a positive attitude when faced with adversity?*

*Can goalie remain focused and “bounce back” after giving up a goal?  
Does goalie exhibit strong team skills, for example, does he or she remain positive with teammates even when they make mistakes?  
How determined is the goalie to prevent the puck from entering the crease?*

10. **Past performance** – gain knowledge of leadership, attitude, commitment to team, character, relationship with peers, relative maturity plus attributes covered in 9. (As per the placement guidelines, these criteria are applied when players are deemed to be of equal ability in the other criteria.)  
*Did player show respect to coach, teammates, self.  
Was the player a pleasure to have on the team?  
Did he/she work hard?  
Was the player committed to the team?  
Did he/she get along with teammates?  
Did player enhance or detract from performance of teammates?  
Did player enhance or detract from team spirit?*

## MISCELLANEOUS INFORMATION

**Attendance** - Hockey is a team sport, and the attendance of all players at practices and games is expected. Coaches understand that over the course of an entire season, there may be some conflicts with fall sports, school activities or family commitments. Players are asked to inform the head coach in advance of any conflicts so that absences may be factored into practice and game plans.

**Attitudes** - THINK POSITIVE! The Association is operated entirely by volunteers. From coaches and parent coordinators to board members and tryout selectors, everyone is doing their best to provide a high quality sports program for our children. Sometimes we do not all understand the issues that lead to certain decisions. Sometimes mistakes are made. However, when faced with a problem or a concern, please first consider that our volunteers have very good intentions. If you assume that people are doing their best and approach them about an issue in a positive manner, we will all benefit.

**Canceling Games** - Only the scheduler may cancel a game. The only exception to this is for bad weather, in which case the coach and parent coordinator will be provided with guidelines for how to cancel a game. In general, a request to cancel or reschedule a game must be made at least one week in advance. Please understand that it is not simply a matter of parents or players deciding whether a game is convenient - we have league requirements, reciprocal arrangements with other Associations, and in the case of away games, there are other teams that have purchased ice and arranged for referees.

**Changing Teams** - Parents are asked to notify the Registrar in writing if their child changes teams during the season (e.g., a Bantam or Girls player make a high school

team). This will allow our records to be updated, USA Hockey to be informed, the GSL to be notified if the change involves a travel team, and fees to be re-assessed as appropriate.

**Cheering** - The Association encourages positive support of the players during games. In particular, words of encouragement or praise are wonderful!

**DESPITE POSSIBLE TEMPTATIONS,  
PLEASE REFRAIN FROM COACHING FROM THE STANDS!**

In general the players can not hear you, and it is very likely that the coach has given them sufficient instruction for the game. Please consult the USA Hockey Zero Tolerance Policy on the inside cover to understand the negative extremes that we hope to avoid.

**Web site**-The Association web site (<http://www.hanoverhockey.org/>) is available and the best way for the Association to share information with players/parents and coaches. It is updated regularly and contains important scheduling changes throughout the season. This should be checked regularly for the latest information.

**Parent Coordinators** - Each team will have a parent coordinator who will serve as the organizer for a variety of activities, including scheduling volunteers for home games, arranging hotels for tournaments, etc. Please see your parent coordinator if you have questions about team activities.

**Playing Time** - The Association supports reasonably equitable playing time for all players subject to disciplinary adjustments. We allow coaches the discretion of using special teams or certain lines, in particular for key game situations. In general, we expect that they will properly consider individual developmental needs and team goals to properly balance development, fun and winning. If you have questions or concerns about playing time, please speak directly to the head coach. If you are not satisfied with the response, please call the Coaching Coordinator.

**Problems** - First, see “Attitudes” above! If you are unsure who to see about a problem, please feel free to contact any board member. Generally, however, problems should be surfaced at the team level with the coach and/or parent coordinator.

**Referee Program** - In an effort to develop new, young referees, the Association may subsidize the expense of certification and referee equipment (helmet, vest). The program requires that new referees work a certain number of games before receiving a reimbursement. Please call the Board member responsible for referring for more information.

**Responsibilities** - Although the Association operates for the enjoyment of Upper Valley youth, parents take on a HUGE responsibility! In addition to getting your child to games and practices on time, being a positive voice in the stands, and traveling to numerous rinks throughout NH and VT, the Association also needs your volunteer efforts

in parts of our operation. These include contributing to running home games (clock, scorekeeper and penalty box) and working at tournaments (Thanksgiving Tournament and State tournaments at the end of the year). We also hope that you will contribute to board nominations and respond to the coaching survey conducted once the season is completed.

**Schedules** – These are posted monthly on the web and bulletin board at the rink. Please check these each time you are at the rink because schedules do frequently change!

**Regional Tournaments** - If your team is fortunate enough to place high in the state tournament, you may qualify for a regional tournament. These are exciting events that take shape sometimes in less than a week's time. If your team is fortunate enough to win a regional tournament, at some levels you will proceed on to national events!

**State And Invitational Tournaments** - Most teams will qualify for a state tournament held late in the year, usually in late February or early March. Dates for state tournaments get set during January or early February. Your coach or parent coordinator will have information about the location of state tournaments and whether Hanover will be hosting one. In addition, your coach will recommend an invitational tournament for the team to attend.

**Thanksgiving Tournament** - The Association sponsors an annual Thanksgiving Tournament. This fun-filled event draws teams from all over New England - we have had teams from NH, VT, ME, MA, CT, RI and NY participate. This year our Squirt Green and PeeWee Green teams will represent the HHA.

## **EXERPTS FROM USA HOCKEY AND GRANITE STATE LEAGUE BY-LAWS - ZERO TOLERANCE**

In an effort to **make** ice hockey a more desirable and rewarding experience for all participants, the USA Hockey Youth, Junior and Senior Councils have instructed the Officiating Program to adhere to certain points of emphasis relating to sportsmanship. This campaign is designed to require all players, officials, team officials and administrators and parents/spectators to maintain a sportsmanlike and educational atmosphere before, during and after all USA Hockey sanctioned games. Thus, all On-ice Referees and Linesmen must implement the following points of emphasis:

### **PLAYERS**

A minor penalty for unsportsmanlike conduct (Zero Tolerance) shall be assessed whenever a player:

1. Openly disputes a call or argues any decision by an official.
2. Uses obscene or vulgar language at any time, including any swearing, even if it is not directed at a particular person.
3. Visually demonstrates and sign of dissatisfaction with an official's decision. Any time that a player persists in any of these actions, they shall be assessed misconduct penalty. A game misconduct shall result if the player continues such action.

### **COACHES**

A minor penalty for unsportsmanlike conduct (Zero Tolerance) shall be assessed whenever a coach:

1. Openly disputes a call or argues any decision by an official.
2. Uses obscene or vulgar language in a boisterous manner to anyone at any time
3. Visually displays any sign of dissatisfaction with an official's decision including standing on the boards, or standing in the bench doorway with the intent of inciting the officials, players or spectators.

At any time that a coach persists in any of these actions, they shall be assessed a game misconduct penalty.

### **OFFICIALS**

Officials are required to conduct themselves in a businesslike, sportsmanlike, impartial and constructive manner at all times. The actions of an official must be above reproach. Actions such as "baiting" or inciting players or coaches are strictly prohibited.

On-ice officials are ambassadors of the game and must always conduct themselves with this responsibility in mind.

## **PARENTS/SPECTATORS**

On-ice officials will stop the game when the parents/spectators displaying inappropriate and disruptive behavior interfere with other spectators or the game. The on-ice officials will identify violators to the coaches for the purpose of removing parents/spectators from the spectators viewing and game area. Once removed, play will resume. Lost time will not be replaced and violators may be subject to further disciplinary action by the local governing body. This inappropriate and disruptive behavior shall include:

- \* Use of obscene or vulgar language in a boisterous manner to anyone at anytime.
- \* Taunting of players, coaches, officials or other spectators by means of baiting, ridiculing, threat of physical violence or physical violence.
- \* Throwing of any object in the spectators viewing area, player's bench, penalty box or on ice surface, directed in any manner as to create a safety hazard.

## **CONSUMPTION/USE/ABUSE OF MOOD ALTERING SUBSTANCES**

It is the considered judgment of the Board of Directors of USA Hockey that consumption/use/abuse of mood altering substances is detrimental to a healthy state of mind, body and spirit in an athletic participant. This especially true for those participants aspiring to develop their talents in the furtherance of their playing, coaching or officiating careers in the sport of hockey. Therefore, with the best interests of the participants in mind, USA Hockey prohibits use by any participant of mood altering substances during active participation in the programs, and, upon discovery of any violation, shall take action to remove the participant from participation in its programs for a reasonable period of time. Further, USA Hockey hereby recommends that each and all of its teams, Associations programs and affiliates adopt reasonable regulations concerning the prohibition of consumption/use/abuse of mood altering substances, and a reasonable enforcement procedure thereafter, in order to maintain the health of our athletic participants, the integrity of our programs, and the eligibility of all our competitors for national, international and collegiate competition.

For the purpose of this policy, the words "mood altering substances" shall include the following:

1. Intoxicating beverages, including, but not limited to, alcohol.
2. Non-prescription or prescribed controlled substances.
3. Prescription or prescribed controlled substances when used to an excess in violation of doctors orders or to produce the state of intoxication in the participant.

Further, a participant shall include players, coaches, referees, and all persons involved in the conduct of an ice hockey contest.

USA Hockey, through its Safety and protective Equipment Committee, will develop a program of drug abuse awareness for players of all ages through 20 years, their parents and/or guardians and coaches of those players.

Further, the New Hampshire Amateur Hockey Association shall suspend for a period of 30 days, any participant, as defined above, that is in violation of the USA

Hockey consumption/use/abuse of mood altering substances. This 30-day suspension shall be enforced for all USA Hockey activities during the duration of the suspension. This suspension applies to the first violation. Subsequent violations will be for the remainder of the USA Hockey calendar year, which ends on June 30th of each year.

Note that these guidelines are periodically updated by USA Hockey and NHAHA and families are encouraged to periodically review the web pages of these organizations.