

# SECYH

## Policy Paper



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*\*Appendix 2 and 6 must be updated prior to the start of each season. Appendix 8 should be reviewed against the USA Hockey Web site to see if any changes to the Appendix need to be made.*

# PHILOSOPHIES

## Statement of Purpose

Southeastern Connecticut Youth Hockey (SECYH) is organized to provide youths with a recreational amateur hockey development program that is implemented through skill development and game competition. SECYH recognizes that there is a broad range of ability and commitment among its participants and it strives to provide skill and age appropriate instruction and competition within the constraints of cost and available ice time. SECYH does not discriminate on the basis of gender, race, national origin or religious affiliation and seeks to place youths with similar desires and adjudged abilities together on teams or in similar groups to maximize enjoyment and development for all participants.

This Policy Paper is a statement of purpose of the experience, philosophy, policies and procedures governing the operation of SECYH and supplements the organizations By-Laws. This Policy Paper is firm and any deviations or changes shall be initiated through the Executive Committee (SECYH Board members designated by the SECYH President for review and approval).

## Major Objectives of SECYH (In order of importance)

- A. Administer an efficiently organized youth hockey program which emphasizes: sportsmanship, safety, fair play, development of individual hockey related skills; skating, team play and encourages the positive physical and psychological growth of each participant.
- B. Develop a USA HOCKEY certified coaching staff that through their leadership skills, individual hockey skills, and by serving as a role model, they will encourage the development of a player's respect for dedicated volunteers, provide positive motivation, and stress not being the "BEST", but rather being the "BEST THAT THE INDIVIDUAL CAN BE," while always remembering that all participants need to "HAVE FUN".
- C. Promote the continued growth of parental support and volunteerism to develop a positive, encouraging, and disciplined environment in which learning individual hockey skills and learning to function in a team atmosphere can occur.
- D. Strive to ensure that SECYH, as a program, has a reputation for the speed and skill of its players, the grit and determination of its teams for fair and honest play and the sportsmanship of all who participate in its program including parents/guardians and friends.
- E. Ensure that every player in the organization, no matter their skill level, will be provided the opportunity to develop their talents.

# ORGANIZATION

## **A. Organization Management**

The SECYH organization is managed by a Board of Directors. All organization activities are decided by the Board of Directors with the exception of some critical activities as an example, establishing tuition and issues of a personal nature. These and other critical activities are determined by an Executive Committee selected by the current president. The makeup of the Executive Committee is contingent on the issue under review. The role responsibilities for all members of the Board of Directors and other organization positions are covered in Appendix 1(SECYH Positions Responsibilities).

## **B. Program Definitions**

SECYH is a non-profit Corporation under Article 501(c) 3, of the United States Internal Revenue Code, and is governed by an elected Board of Directors. It serves as a youth hockey association operating in Southeastern Connecticut, and it is open to all youths seventeen (17) and under.

The association is divided into divisions based on age (Birth year). The USA Hockey Age Classifications are listed in Appendix 2.

## **C. Volunteers**

As with all non-profit corporations, SECYH cannot exist without volunteer assistance. Board of Directors, Division Directors, Coaches, team managers, fund raising participants are the obvious volunteers, but there are many other ways that you can help SECYH during the season. If you are interested in participating as a volunteer, please reach out to anyone on the Board of Directors.

## **D. Evaluations and Team Assignments**

At the end of a current season, formal evaluations will be held for each division for positions on the travel teams for the next season. The Master Ice scheduler shall allow for sufficient ice time for team evaluations when scheduling evaluation ice time. House age players can try out for travel teams within their respective age group. Evaluations are not optional. Current players that do not wish to participate in the evaluation process must notify the Division Director responsible for the age group that they would be trying out for. Any player (either a returning player or a player new to the organization) that does not register and attend the required formal evaluations will be placed on the lowest team within the division, unless there are extenuating circumstances (i.e. injury or health issue, as approved by the current President) (see Appendix 3- Evaluation Criteria).

At the end of the formal evaluation process, players will be assigned to a team for their specific age group based on evaluation results. The Division Director will contact the player/ family and notify them of their team assignment. The player/ parent will have to complete the registration process on the SECYH web site within 5 days including the initial registration payment to be guaranteed the spot on the assigned team. The payment information will be provided at the time that the players are contacted in regard to team assignment.

The start of the new season may include an additional opportunity for evaluation to identify where a player should be placed. (This is not a formal evaluation but a comparison between players. Players must demonstrate that they can perform at a higher level or they will remain where they were assigned). Players who missed spring evaluations, that were approved, may evaluate at this time.

#### **E. Combination teams**

There are events that occur that affect the player numbers of one or more than one team. When this happens the organization will do what it can to combine two teams into one. This may require combining a B and C team or possibly combining players from an older and younger team (Bantam/Peewee). This older/ younger combination team can only be considered if the players from the two age groups are close in age and the skill level is either B or C. The hope is to provide additional players the opportunity to play on a team.

All combination teams need to be approved by the CHC Eligibility Director and the State Registrar and the team must be registered in the division that includes the age group of the oldest player.

#### **F. Players Requesting to Move up or Down a Division**

Players who wish to play in another division (ahead or behind their age appropriate group) must petition the Board of Directors in writing before team selections are made generally in the March / April timeframe for the upcoming season. The Board must review and approve the request. The petition can be made by the parents of players requesting to move up to the next age division or players that due to personal/ development issues, request to play down an age group. If a player requests to play down there needs to be a discussion with the CHC Eligibility Chairperson to determine whether the move will be allowed. Refer to Appendix 4 (SECYH Policy on the Movement of players outside of their age group).

In order for a player to move up to the next age level, in advance of when they are eligible, they must evaluate at that next level. The player must demonstrate that they are in the top one third of the players at the next age level. If they can't demonstrate the required level of proficiency, they must return to their appropriate age level. USA Hockey, CHC and SECYH are not supportive of players moving out of their appropriate age group, unless the player's skill and physical development are such that it is to the advantage of the player and the organization.

#### **G. Tuition/Fees**

Tuition is set once the ice schedule for the season and the numbers of players per team /division has been determined. Tuition payment is due at the times indicated on the payment schedule, documented on the SECYH website. If a player is injured during participation in an SECYH game or practice, their tuition may be prorated following 6 weeks of non-participation (or at the discretion of the President and in consultation with the Treasurer). A doctor's note supporting the non-participation is required, and must be

provided. If the player is injured outside of the organizational activity, no tuition adjustments are allowed unless there are extenuating circumstances.

If a player or family should fall behind the payment schedule, the Treasurer will inform the Division Director. The Division Director will not permit the player to continue playing until all fees are paid or financial arrangements have been made. Special financial arrangements can be made over and above the scheduled payment plan in hardship cases only (and the arrangements will be made with the Treasurer in **writing and approved by the President**). If a payment is missed once a payment agreement has been established, then the entire balance will be due immediately and the player will not be allowed to skate in the program until payment in full has been received. Players will not be released from SECYH if an unpaid balance remains.

All payments can be made electronically. Checks (made out to SECYH) can be placed in the SECYH drop box at the rink. Cash (if cash is provided) needs to be given to a responsible SECYH officer i.e. Director, Vice President etc. and a witness must be present to confirm the payment date and dollar amount. Cash payments should not be put in the drop box. If payments are placed in the drop box, they should include the player's name, parent's name and team assignment.

## **H. League Support**

SECYH does not provide medical insurance since it is covered in the USA hockey registration. The organization does provide; pucks, goalie equipment (at House Team, Mite and some Squirt levels, if available) and will schedule the ice time for practices and home games. Independent tournament fees (occurring within season) are additional fees to be paid by the player's family. CHC tournament fees are also the responsibility of the player's family, unless the organization has a cash surplus and can cover the cost.

## **General Rules/ Conduct/ Games [All Divisions]**

### **A. Body Checking**

Body checking is only allowed in the Bantam, Split Season Midget and full season Midget divisions. USA HOCKEY and CHC (and CVMHL and/or NEMHL for the full season midget team) body checking rules apply.

### **B. Equipment**

The following minimum ice hockey equipment must be worn by each player:

Helmet with full-face mask (USA HOCKEY-APPROVED), shoulder pads, gloves, elbow pads, pants, knee and shin pads, athletic supporter and cup (both boys and girls), hockey skates, and neck guard. A colored mouth guard is mandatory at the Peewee level and above. Mouth guards are recommended for all players. The coaches and parents are encouraged to ensure that players comply. Throat protection is required for all goalies.

Ice hockey sticks shall have butt end protection adequate enough to ensure that the butt end will not fit through a face mask.

### **C. Protests**

Protesting the outcome of a game is not allowed.

### **D. Alternate Players**

Players are assigned to play on one team, but may be allowed to play as alternates on higher level teams within their age group/ Division, (i.e. a B player can play as an alternate on the A team). An A level player cannot play down a level, as alternates in any circumstance, as this will potentially cause a Coach to be suspended and forfeiture of the game.

Alternates are identified by the player's current coach as being eligible to fill in for the next higher level team. The coaches of the two teams should discuss the need for alternates and which player should be assigned (if necessary) on a game by game basis. The SECYH registrar must be notified as to which players are serving as alternates (for the first time) so that they can be added to the USA Hockey team roster and approved by CHC prior to playing for the higher level team. A maximum of 5 alternates may be on a roster at any one time but can be removed to allow for others to be assigned as alternates.

All alternates must be registered as an Alternate on the official USA Hockey team roster in order to play in a game. Once a player has participated as an alternate in nine games the player must be made a permanent member of the team and will be removed from the lower team roster.

For non USA Hockey or non CHC sanctioned tournaments players can participate and it does not count on the alternate game total.

### **E. Zamboni Ice Machine**

During ice making revolutions with the Zamboni, no hockey players are allowed on the ice or allowed to sit on the wall at the player's bench area. Player entrance doors are to be shut and secured. Players should not be on the ice until the Zamboni doors are closed. A coach must be on the ice at practices and at least one referee should be on the ice prior to a game before players can go on the ice. Coaches, team managers, and referees must assist in disciplining this effort.

### **F. Locker rooms**

Players must not be left unattended in the locker rooms. Either a coach, team manager or an approved Safe Sport certified adult must be in the locker room at all times (See Appendix 5- SECYH Locker Room Policy based on USA Hockey Safe Sport Recommended Policy). USA Hockey is concerned with locker room activities between minor players, locker room activities between minor players and adult players, adults being alone with individual minor players in locker rooms, and non-official or non-related adults having unsupervised access to minor participants at sanctioned team events.



USA Hockey requires that all local programs publish their locker room policies to the parents of all minor participants. They recommend that the policy should be specific to the facilities regularly used and include the program's policy for (a) supervising and monitoring locker rooms and changing areas; (b) permission or lack of permission for parents to be in the locker rooms; (c) prohibited conduct, including at least all forms of abuse and misconduct prohibited by USA Hockey; and (d) the use of mobile electronic devices and phones and prohibiting the use of a device's recording capabilities. SECYH has established a Locker Room Policy. See Appendix 5- SECYH Locker Room Policy based on USA Hockey Safe Sport Recommended Policy.

### **G. Player's Bench**

Once the game begins, a maximum of four team coaches are allowed in the player's bench area. These team officials must be listed on the official USA Hockey roster and the game score sheet (Labels provided or hand written in). All coaches must have registered with USA Hockey as a coach and have completed Safesport training.

### **H. Penalty boxes, Timekeeper's area, and Vicinity Surrounding Player's Benches (Except Clinic)**

Once the game begins, only members of the Board of Directors and minor officials are allowed in these areas. Minor officials are defined as: timekeeper, scorer, and two (2) penalty box attendants. Any minor official that interacts with players (penalty box attendant) must be registered with USA Hockey as volunteers.

### **I. Discipline (Except (House/Recreational) and Clinic) – Practices and Games**

Head coaches are responsible for setting the rules concerning arrival at the rink for both practices and games. Coaches must document their rules in writing and provide them to players and parents at the beginning of each season. Typically, players and coaches are expected at the rink one-half hour prior to ice time. Any player who does not arrive in sufficient time, who demonstrates a poor attitude or bad conduct, or who has an unexcused absence from a game or practice MAY be disciplined by being sat out for the duration of a period for their age group. If the offense is repeated multiple times, the Division Director will be informed of all disciplinary action so that he can keep a record of all offenses. If a player is a repeat offender the player shall be referred to the Disciplinary Committee for review.

During a game, any player receiving a major penalty and a game misconduct will also receive an additional one game suspension from USA Hockey. In addition, the SECYH Disciplinary Committee will review the event to determine whether additional game suspensions will need to be added.

### **J. Penalties: Refer to the USA Hockey Official Rules (Manual or on line)**

#### **Fighting Penalties:**

Any player receiving a major penalty for fighting will be issued a major penalty and a game misconduct. They will be ejected from the current game and as required by USA Hockey they will miss the next scheduled game and the second subsequent game, as an additional penalty assigned by CHC.

If a second incidence of fisticuffs occurs, and the event is filed with the referee's report, the offending player shall be ejected from the game in which the incident occurred, and shall not return to the ice until a CHC hearing has taken place. The Commissioners holding the hearing are given the guidance that the hearing should be limited so that the affected player may provide any evidence or other explanation to support a lesser penalty. If no mitigating circumstances are found to exist, then if the offending player is a split-season Midget it is expected that such player shall be suspended for the remainder of his or her midget season. For full-season Midget players and players at a lower age level, the expectation should be that a minimum of a one-month suspension will be imposed.

In addition, the SECYH Disciplinary Committee will review the event to determine whether additional game suspensions will need to be added.

## **Teams (excluding house)**

### **A. Composition of Teams**

1. A team shall be composed of six (6) players on the ice. A maximum of eighteen players, plus not more than two (2) goalkeepers shall be permitted to play in a game.
2. Only players and coaches on the official roster are permitted to play in or coach from the bench for CHC games. All roster requirements are confirmed through CHC by the SECYH registrar. Any deviation could result in the suspension of any player or coach that is not fully certified.
3. For Non CHC games the same rules apply.
4. For Non CHC/ USA hockey tournaments a roster can be provided by the SECYH Registrar.

### **B. Travel Team Size**

Travel Teams typically consist of a minimum of 10 players and a maximum of 20 players. If a team consists of less than 20 regular players, additional players could be added to the roster as alternates (for a maximum of 20 players) to be called up in the case of injury or unavailability of regular players. The actual number of players selected for a team, subject to the mix of positions (e.g., 9 forwards, 3 defensemen, 1 goaltender; 7 forwards, 5 defensemen, etc.) shall be agreed between the President, Director and Head coach, taking into account the level of skill and commitment of the players trying out. Smaller team size could result in an increase in tuition for the team in question.

SECYH recognizes the need to balance the positive effect on player development by allowing a marginal player to play at a higher level, against the negative effect on the team's performance and morale when a player who may not be qualified to compete at that level is included. Team selections shall be based on the skill and ability of a player to play at a particular level, if all things are equal, preference will be given to the older player.

The Board of Directors also has to determine if it is beneficial to the organization to have a team with smaller numbers in order for the team to compete at a higher level. Since the organization is responsible for the development of all players, there has to be consideration taken to allow the more advanced players to have the opportunity to compete at the highest level possible. It may also be beneficial to attract other players interested in moving to SECYH.

## **Games / Practice**

### **A. Regular Season Practices and Games**

Games shall be played according to the Official Playing Rules of USA HOCKEY, and CVMHL AND/OR NEMHL, except as modified by the rules and regulations of CHC and this document.

#### **1. Regular Season Game Frequency**

As a general rule, teams should play games only on weekends and only play one game per day. While not encouraged, occasional local weekday games and two games in one day are permitted.

#### **2. Practice to Game Ratio**

The Master Ice Scheduler shall prepare a Master Schedule of home ice allocation by Division, and shall work in cooperation with the Team Game Scheduler to schedule all home and away games for the travel teams in all Divisions. SECYH recognizes that its purpose as a recreational amateur youth hockey program can best be implemented through an appropriate ratio of practices to games. Skills are best developed through instruction and repetition in practice where a player is active for most of the typical one-hour ice session. Game competition is important for skill development but the average amount of playing time is significantly less. To the extent practical, the Master Ice Scheduler shall attempt to minimize periods during which several games are played without intervening practice time. The Board strongly encourages the use of half-ice team practices as the only practical way to maximize the utilization of ice time and achieve the desired practice to game ratio. SEYCH also recognizes the need for full-ice practices on occasion for travel teams.

#### **3. ADM Practice**

As an organization, SECYH has implemented the use of American Development Model (ADM) practices. The ADM model allows for more targeted skill development and additionally allows teams to practice together more often by sharing ice and, in so doing; it allows teams to practice up to three times a week. This includes two ADM and one team practice. The ADM practice can be modified to allow for more specialized training / team practice, as deemed necessary. All modifications need to be approved by the Board of Directors (or President).

Each ADM practice session will be managed by an ADM coordinator. The ADM coordinator can be responsible for all ADM practices for the organization or it can be broken out into Mite/ Squirt and Peewee / Bantam practices to ensure that the practices are age development appropriate.

Note: "Routine" schedules for ADM/ Team Practice may change due to circumstances beyond SECYH control. Parents should understand that there are many factors involved with ice scheduling and try to be patient with SECYH. We will do our best to notify everyone impacted as soon as possible.

#### 4. Game Cancellations; Schedule Changes

Game cancellations can only be decided by the SECYH President or the Vice-President. In the event of inclement weather the decision on cancellation can be decided by the Master Ice scheduler if the President or Vice President can't be available.

The Master Ice Scheduler shall facilitate the cancellation of any scheduled Home Games, or Home games played by a House (Recreational) team which may be formed. The Master Ice Scheduler will also notify the referees as soon as possible to inform them of the cancellation. If a game cannot be played because of the lack of sufficient players (as determined by the Coach and/or Division Director, and the Master Game or Team Scheduler) every effort shall be made by the Master or Team Game Scheduler to reschedule prior to forfeiting or cancelling. Cancellation of games should only be considered in extreme cases.

#### 5. Practice Cancellation

Practice cancellations can occur for a variety of reasons. Weather cancellations are the most common and beyond our control. Since SECYH is responsible for purchasing the ice every effort should be made to not cancel a scheduled practice session. The Division Director should be informed of any request to cancel a practice. The Director should reach out to determine whether another team is interested in using the practice ice. Whatever the case the decision to cancel the ice must be approved by the President or Vice President. The Master Ice Scheduler must be notified.

### **B. Division Ice Schedules (Games)**

All ice schedules changes should be distributed at least two (2) weeks prior to taking effect. Last minute changes to schedules must be kept to a minimum and when they do occur, each player must be individually contacted by the Head Coach or assigned delegates.

### **C. Timekeeping (Games)**

There shall be three (3) periods played during a course of a game. The duration of each period is based on the age of the players (see table below) with a stop and go clock. For Mite games, at the discretion of both coaches (either in-house or travel), a two-minute horn may be used to stop play and allow for changing the players on the ice. Necessary timing adjustments will be made at the discretion of the referee. The referee

shall notify the timekeeper and both coaches when an adjustment is made. If insufficient time remains to complete a normal 3rd period, the referee should be advised of the time limitation. It is preferable to shorten the length of the 3rd period rather than to go to running time.

<b>Age Division</b>	<b>Time in Minutes</b>
House / Clinic (If applicable)	12
Mite (all teams U 8)	12
Squirt (all teams U 10)	12
Peewee (All teams U 12)	15
Bantam (all teams U 14)	16
Split Season Midget (U16/U18)	17
Full Season Midget U16/U18	17

Once both teams are on the ice, or as directed by the referee, the timekeeper should start the clock for a 3:00 minute warm up.

#### **D. Start of Game**

After a three minute warm-up period, (time dependent), the referee will start the game. If a team's goalie is not available, the referee will direct the team to start the game with a sixth skater who will not be allowed goalkeeper privileges.

Game Score sheets are to be filled out prior to all games by Team Managers and/or Coaches and verified that all player information is accurate and complete.

#### **E. Mite and Cross ice games rewrite (CHC ruling)**

The USA Hockey mandate is that Mite teams made up of 5 through 8 year olds are required to play cross ice games the entire season.

## **Tournaments**

#### **A. CHC Tournament**

At the end of the season, teams registered with CHC can participate in the end of year state tournament. The qualifications for entry into the tournament (See Appendix 6-Declaration Rules).

If invited, the full season Midget team (if one exists) will participate in the CVMHL AND/OR NEMHL tournament.

#### **B. Tournament Play- Within season**

Travel teams and House teams may play in USA HOCKEY sanctioned tournaments anytime (preseason, holiday and end of season) that are put on by various leagues in the New England area. The Division Director, Coach, Team Manager and even parents can raise the suggestion of participating in a tournament. If it is suggested that a team participate it is up to the Director/ Team Manager/ Coach to reach out to the families to

determine whether there is enough interest and agreement amongst the parents to participate. Parental agreement is needed as there is an additional cost for tournament participation.

Care must be taken to avoid scheduling participation in tournaments that might conflict with the CHC state tournament unless the team has decided to opt out of the CHC tournament. If that is the case, this must be communicated to CHC by the President during the Tier Declarations process. If participation also conflicts with scheduled games then every effort should be made to reschedule the games or notify the other team with sufficient lead time to allow them to find a replacement game.

## **Players**

### **A. Conduct**

SECYH considers it very important that all of our players conduct themselves in a positive and respectful manner at all times. Based on this philosophy, players involved in fisticuffs (fighting), disrespectful behavior, bullying, or the use of profane or vulgar language will be dealt with severely. Any player that receives a Game Misconduct, Gross Misconduct or Match penalty will be required to meet with the SECYH Disciplinary Committee. The committee will determine if additional actions/ penalties / suspensions are required. ((See Appendix 7- Disciplinary Committee Responsibilities) and USA Hockey Playing rules)).

#### **A.1 Substance Abuse/Alcohol Use**

Since none of SECYH players are of legal age to use alcohol or other illicit substances SECYH has a zero tolerance policy for the use of alcohol or drugs by a player. If a player is noted to be under the influence they will be immediately suspended and the event will be reviewed by the Disciplinary Committee.

### **B. Practice**

Players can only practice with their team or other teams within their age group as long as it is approved by the coaches and the Division Director. A player can't practice with teams from other divisions with the exception of ADM practices.

### **C. Sportsmanship**

While it is the intention of a team to win as many games as possible, it must be accomplished within the Rules and Regulations of USA HOCKEY, CHC, and SECYH (and CVMHL and/or NEMHL for the full season Midget team) (see chchockey.org, usahockey.com, cvmhl.org or nemhl.org). In particular, fighting, violent play or abusive (profane/vulgar) language directed toward officials, other players, coaches, or fans will not be tolerated. Remember, players, coaches, and parents are representatives of SECYH and aberrant behavior reflects back on the league and will not be tolerated. All league Directors, Coaches, Team Managers, and Minor Officials are volunteers who give freely of their time, talent, and efforts to insure that our players have the best possible experience while participating in the program.

SECYH expects all players associated with the youth hockey organization to act in a responsible manner, befitting the team and at all times setting a positive, mature, and encouraging example for all team members to emulate and follow. Players are expected to demonstrate Sportsmanship, be a fair and gracious competitor and a team player at all times.

Verbal abuse and profane/vulgar language or any behavior deemed not in the best interest of SECYH, directed by a SECYH Player, toward any opposing player, coach, SECYH player, or volunteer serving SECYH in any capacity, will have their actions reviewed by the Disciplinary Committee. Possible outcomes can include suspension or dismissal of the player. If the committee makes a determination that could result in the dismissal of a player, coach, director or parent from the organization, it will be communicated, as needed, to the Board of Directors. If a player is dismissed from SECYH they will not be issued a release until they have paid the balance of their tuition up through the time that they were dismissed.

SECYH will not tolerate verbal abuse of designated league officials by anyone. Designated league officials are expected to encourage players to act in a manner that is positive and will bring credit to the organization, league and the players themselves; the organization expects the same from all parents/guardians.

The Southeastern Connecticut Referee Association (SECRA) is the governing body for the individuals that referee our hockey games. Every effort should be made to ensure that they are treated respectfully at all times. While referees are paid for their efforts, they do not deserve to be maligned by players, coaches or parents. Any issues noted with the quality of the officiating of a game should be brought to the attention of the SECYH Division Director and the President/ Vice President, so the issue can be discussed with the President of the SECRA referees association.

Any player, coach or parent abusing the referee will be penalized according to USA Hockey Official Playing Rule 601 (Abuse of an Official and Other Misconduct) The Disciplinary committee will review all such events.

#### **D. Players Code of Conduct**

- Play for FUN!
- Work 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 official's decision

**Note: All players are required to sign the official Code of Conduct form at the start of each new season. Violations can result in disciplinary action.**

# PARENTS

## A. Parents 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 the 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 victory and in defeat, and reinforce 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 sport.
- Recognize the importance of volunteer coaches. They are very 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 the game and volunteer!

## B. Parents Responsibilities

All team players are expected to make all reasonable efforts to participate in practices, games, and tournaments or trips to which the team commits. It is understood that family commitments, school work or health considerations may preclude such participation. To assist parents and players in complying with this requirement, a game and practice schedule can be found on the SECYH Web page. The schedule is updated on a regular basis by the Master Ice Scheduler and Team Scheduler. Based upon this schedule, parents and players can schedule other personal events.

It is the responsibility of the parents to notify the coach and team manager if their player is not going to be able to make a game or practice. For games, every effort should be made to notify the coach and manager a week in advance so alternates can be arranged, if necessary. If a player becomes ill the day of a game, the coach and/or manager should be contacted immediately, as an FYI.

Parents should be aware that SECYH considers it very important that all of our players conduct themselves in a positive and respectful manner at all times. Based on this philosophy, players involved in fisticuffs (fighting), disrespectful behavior, bullying, or the use of profane or vulgar language will be dealt with severely. Any player that receives a Game Misconduct, Gross Misconduct or Match penalty will be required to meet with the SECYH Disciplinary Committee. The committee will determine if additional actions/



penalties / suspensions are required. ((See Appendix 7 - Disciplinary Committee Responsibilities) and USA Hockey Penalties and Policies)).

### **B.1 Substance Abuse /Alcohol Use**

The use of alcohol and or other illicit substances is a cause for concern to the SECYH organization. Where we understand that the parents are adults and of legal age to imbibe alcoholic beverages we also need to be cognizant that these substances can also be abused resulting in unsafe situations. If it is noted that a coach or parent has been drinking, and not fully under control, it should be brought to the attention of the Safe-Sport Coordinator, who will document the event as a permanent record. If the same individual is noted to have been imbibing on a frequent basis it will be considered a Safe-Sport violation. Depending on the frequency and/ or the severity of the incident it would result in a discussion with the Division Director and President and could result in a review by the Disciplinary committee.

### **C. Parent Meeting**

SECYH encourages the coaches of all teams to conduct a meeting for players and parents at the beginning of the new season. During the parent meeting, the Team Manager will be responsible for discussing team administrative matters and the coach shall discuss the philosophy, policies and procedures of SECYH applicable to the team.

In order to insure that all players and parents are knowledgeable of the policies and procedures, during the parent meeting, each Director will insure all players and parents have access to the SECYH policies and procedures which can be found at the SEYCH website.

During the course of the regular season, parents can request that a parent meeting be held, if there are issues or concerns that need to be discussed.

### **D. Parent Participation**

Parents are invited to attend SECYH Board of Director meetings throughout the season. This invitation will be specifically reiterated annually in the President's welcoming letter. Parents may question policies or procedures of SECYH at any time and are invited to address any comments or questions to the appropriate Division Director and/or coach who shall attempt to resolve any dispute in a manner consistent with the philosophy of SECYH as set forth in the By-Laws and this Policy Paper. The Division Director or coach shall promptly report all unresolved disputes to the Board of Directors for further action as appropriate. If a parent is dissatisfied with the response of the coach and/or Division Director, the parent shall contact the SECYH President who shall raise the concern at the next scheduled Board of Directors meeting, and respond in writing to all affected parties.

### **E. Parents on the Ice**

No individual is allowed on the ice unless they are a USA Hockey certified coach and approved by the SECYH Registrar and are listed on an appropriately team roster or as an ADM practice coach. Figure skaters are not allowed on the ice at any time.

NOTE: USA Hockey Insurance regulations do not permit parent/ player games.

## **F. Sportsmanship**

SECYH respectfully requests that all parents/guardians associated with the SECYH youth hockey organization, act in a responsible manner befitting an adult and at all times set a positive, mature, and encouraging example for all players to emulate and follow. SECYH requests parents/guardians to avoid using verbal abuse to any other individual, while attending any youth hockey event.

Verbal abuse and profane/vulgar language or any behavior deemed not in the best interest of SECYH, directed by a SECYH parent, toward any opposing player, coach, SECYH player, or volunteer serving SECYH in any capacity, will have their actions reviewed by the Disciplinary Committee. Possible outcomes can include suspension or dismissal of the parent from the organization. If the committee makes a determination that could result in the dismissal of a player, coach, director or parent from the organization, it will be communicated, as needed, to the Board of Directors.

Parents/guardians should carefully consider the following:

1. On-ice officials are trained and certified by CHC in accordance with USA HOCKEY Rules and Regulations (and CVMHL AND/OR NEMHL rules and regulations for the full season midget team) to insure fair competition. The majority of SECYH officials have played organized ice hockey and most are still active players. All have participated in the required seminars and have completed the necessary testing requirements for certification.
2. Coaches are also certified volunteers who freely give of their time and talents to ensure that all players get the maximum benefit from participation in SECYH. All of our coaches have participated in the required seminars and have completed Safe-Sport training and the on line testing requirements to be certified as coaches by CHC in accordance with USA HOCKEY Rules and Regulations (and CVMHL AND/OR NEMHL rules and regulations for the full season midget team).
3. There are going to be on-ice officiating calls that are wrong; this is part of the game and in most cases both teams are equal recipients of some bad calls. The outcome of very, very few games is determined by a missed call.

SECYH will not tolerate verbal abuse of designated league officials by anyone. Designated league officials are expected to encourage players to act in a manner that is positive and will bring credit to the organization, league and the players themselves; the organization expects the same from all parents/guardians.

The Southeastern Connecticut Referee Association (SECRA) is the governing body for the individuals that referee our hockey games. Every effort should be made to ensure that they are treated respectfully at all times. While referees are paid for their efforts, they do not deserve to be maligned by players, coaches or parents. Any issues noted with the quality of the officiating of a game should be brought to the attention of the SECYH Division Director and the President/ Vice President, so the issue can be discussed with the President of the SECRA referees association.

Any player, coach or parent abusing the referee will be penalized according to USA Hockey Official Playing Rule 601 (Abuse of an Official and Other Misconduct) The Disciplinary committee will review all such events.

**CHC Rule update Nov 2015: In an effort to help control inappropriate spectator and Coach Behavior, the following CHC rule has been approved.**

**CHC Rule Change #1:**

**“PARENT/SPECTATOR EJECTION:**

A game will be stopped by on-ice officials when the parents/spectators displaying inappropriate or disruptive behavior interfere with other parents/spectators or the game. The on-ice officials will identify violators to the coaches for the purpose of removing parents/spectators from the parents'/spectators' viewing and game area, and providing the identity and affiliation of the subject parent/spectator. Once removed, play will resume. Lost ice time will not be replaced. As a result, a game may have to be shortened or move to running time. Violators will incur a minimum mandatory 3-game suspension from that team's games, as well as any other team in that program that the violator has a personal interest in, such as a child on the team. Additionally, they may be subject to further disciplinary action by the local governing body.”

It should be pointed out that games will NOT resume until the offending party has been identified by name to the official, including their program affiliation, and has left the game area. Therefore, it is in the interests of the teams to provide this information in a timely manner, so as not to impact the actual game play.

This is a very simple rule. Any spectator asked to leave a rink by an official or by the rink personnel will automatically miss a minimum of 3 games. No questions asked.

**Process:**

An official will file an electronic “Incident Report” detailing the official's version of the occurrence with the CHC Commissioners, including the name of the accused spectator or coach and their team affiliation. The appropriate Commissioner sends the report to the offender's program within 48 hours in order for the program to conduct an investigation. Upon completion of the program's investigation (that should include talking to the accused individual) the investigating club will report back to the Commissioner, including any additional suspension proposed or imposed by the program, for final review. It is the Commissioner's ultimate discretion whether to enforce, reduce or extend the assessed suspension.

Any Spectator incurring a second Game Misconduct for Abuse of Officials or Unsportsmanlike Conduct will be required to appear before the respective District Commissioner prior to being allowed to return to the stands.

# COACHES

## A. RESPONSIBILITIES

A Coach is a person primarily responsible for directing and guiding the play of his/her team. He/she is responsible for the conduct of his/her team's players before, during and after a game.

1. Inappropriate behavior by any coach may result in the event being reviewed by the Disciplinary Committee. If the committee makes a determination that could result in the suspension or dismissal of the coach from his/her duties, it will be communicated, as needed, to the Board of Directors. A coach may also be suspended under USA HOCKEY, CVMHL AND/OR NEMHL for the full season Midget team, and/or CHC rules.
2. A coach should do his/her best to provide each player with reasonably equal ice time and a reasonable opportunity to play both forward and defensive positions early in the season. As the season progresses the coach can assign players to positions at which they have demonstrated proficiency.
3. The inability of a coach to achieve the overall intent of USA HOCKEY, CVMHL AND/OR NEMHL for the full season Midget team, CHC, and SECYH Rules and Regulations may result in suspension or dismissal from his/her duties after review by the Board of Directors.
4. Verbal abuse of an on-ice official by a coach, player, or parent has never changed an officiating decision. Given an environment grounded in sportsmanship, a savvy coach, will, if appropriate, attempt to discuss in a reasonable manner (through his designated team captain or alternates) with an on-ice official. This approach has yielded desirable results in the past. (see New CHC rule change #2 below).
5. Coaches should be aware that SECYH considers it very important that all of our players conduct themselves in a positive and respectful manner at all times. Based on this philosophy, players involved in fisticuffs (fighting), disrespectful behavior, bullying, or the use of profane or vulgar language will be dealt with severely. Any player that receives a Game Misconduct, Gross Misconduct or Match penalty will be required to meet with the SECYH Disciplinary Committee. The committee will determine if additional actions/ penalties / suspensions are required. ((See Appendix 7 - Disciplinary Committee Responsibilities) and USA Hockey Penalties and Policies)).
6. Coaching requirements: For individuals that would like to serve as an on ice coach please review the information that can be found in Appendix 8- USA Hockey Coaching Education Program Requirements.

7. All coaches must wear an approved helmet with the chin strap bucked while on the ice.
8. Coaches should ensure that all peewee/ bantam players wear an approved mouth guard and recommend that all mites/ squirts also wear an approved mouth guard.
9. Parents meeting: Coaches should conduct a parents meeting at the beginning of each season, and if needed periodically during the season to keep the parents updated. The meeting should be used to explain what is expected from the parents and the players.
10. **Substance Use /Alcohol Abuse**  
 The use of alcohol and or other illicit substances is a cause for concern to the SECYH organization. Where we understand that the coaches are adults and of legal age to imbibe alcoholic beverages we also need to be cognizant that these substances can also be abused resulting in unsafe situations. If it is noted that a coach or parent has been drinking, and not fully under control, it should be brought to the attention of the Safe-Sport Coordinator, who will document the event as a permanent record. If the same individual is noted to have been imbibing on a frequent basis it will be considered a Safe-Sport violation. Depending on the frequency and/ or the severity of the incident it would result in a discussion with the Division Director and President and could result in a review by the Disciplinary committee.

## **B. Coaches Code of Conduct**

- Winning is a consideration, but not the only one, nor the most important one. Care more about the players 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 your 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 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/guardians. Explain the goals and objectives of your organization.
- 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.

**Note: All bench coaches are required to sign the official Code of Conduct form at the start of each new season. Violations can result in disciplinary action.**

### **C. Communication/Cooperation between Coaches and On-Ice Officials**

Coaches and On-Ice Officials will cooperate to control the game and to insure that the major objectives of the Rules and Policies are met. Control of the game will be the responsibility of the coaches as well as the On-Ice Officials. However, the On-Ice officials are the final authority and will use penalties as a means of game control.

### **D. Sportsmanship**

While it is the intention of a team to win as many games as possible, it must be accomplished within the Rules and Regulations of USA HOCKEY, CHC, and SECYH (and CVMHL and/or NEMHL for the full season Midget team) (see [chchockey.org](http://chchockey.org), [usahockey.com](http://usahockey.com), [cvmhl.org](http://cvmhl.org) or [nemhl.org](http://nemhl.org)). In particular, fighting, violent play or abusive (profane/vulgar) language directed toward officials, other players, coaches, or fans will not be tolerated. Remember, players, coaches, and parents are representatives of SECYH and aberrant behavior reflects back on the league and will not be tolerated. All league Directors, Coaches, Team Managers, and Minor Officials are volunteers who give freely of their time, talent, and efforts to insure that our players have the best possible experience while participating in the program.

SECYH expects all coaches associated with the youth hockey organization to act in a responsible manner, befitting the team and at all times setting a positive, mature, and encouraging example for all team members to emulate and follow. Coaches are expected to demonstrate Sportsmanship, be a fair and gracious competitor at all times.

Verbal abuse and profane/vulgar language or any behavior deemed not in the best interest of SECYH, directed by a SECYH coach toward any opposing player, coach, SECYH player or any volunteer serving SECYH in any capacity, will have their actions reviewed by the Disciplinary Committee. Possible outcomes can include suspension of the coach.

SECYH will not tolerate verbal abuse of designated league officials by anyone. Designated league officials are expected to encourage players to act in a manner that is positive and will bring credit to the organization, league and the players themselves; the organization expects the same from all coaches and parents/guardians.

The Southeastern Connecticut Referee Association (SECRA) is the governing body for the individuals that referee our hockey games. Every effort should be made to ensure that they are treated respectfully at all times. While referees are paid for their efforts, they do not deserve to be maligned by players, coaches or parents. Any issues noted with the quality of the officiating of a game should be brought to the attention of the SECYH Division Director and the President/ Vice President, so the issue can be discussed with the President of the SECRA referees association.

Any player, coach or parent abusing the referee will be penalized according to USA Hockey Official Playing Rule 601 (Abuse of an Official and Other Misconduct) The Disciplinary committee will review all such events.

### **CHC Rule Change #2:**

#### **“Coach EJECTION:**

A game will be stopped by on-ice officials when the coach displaying inappropriate or disruptive behavior interferes with the game. The on-ice officials will follow proscribed procedure regarding escalation of penalties until such point as a Game Misconduct is assessed, at which time they will identify violators to the coaches for the purpose of removing said coach from the bench and game area. Once removed, play will resume. Lost ice time will not be replaced. As a result, a game may have to be shortened or move to running time. Violators will incur a minimum mandatory 3-game suspension from that team’s games, as well as any other team in that program with which the violator holds a coaching position. During the period of their suspension, they are also suspended from any participation on practices with any affected team. Additionally, they may be subject to further disciplinary action by the local governing body.”

It should be pointed out that games will NOT resume until the offending party has been identified by name to the official, including their program affiliation, and has left the game area. Therefore, it is in the interests of the teams to provide this information in a timely manner, so as not to impact the actual game play.

This is a very simple rule. Any coach asked to leave a rink by an official will automatically miss a minimum of 3 games, subject to the review process detailed.

#### **Review Process:**

An official will file an electronic “Incident Report” detailing the official’s version of the occurrence with the CHC Commissioners, including the name of the accused spectator or coach and their team affiliation. The appropriate Commissioner sends the report to the offender’s program within 48 hours in order for the program to conduct an investigation. Upon completion of the program’s investigation (that should include talking to the accused individual) the investigating club will report back to the Commissioner, including any additional suspension proposed or imposed by the program, for final review. It is the Commissioner’s ultimate discretion whether to enforce, reduce or extend the assessed suspension.

Any Coach incurring a second Game Misconduct for Abuse of Officials or Unsportsmanlike Conduct will be required to appear before the respective District Commissioner prior to being allowed to return to the bench.

### **E. Coaches Instruction Manuals**

The USA HOCKEY Coaches Instructional Manuals, particularly Fundamentals of Coaching Youth Ice Hockey and Principles of Modern American Hockey - Intermediate Coaches Manual, are to be utilized by all coaches. They are the primary manuals used to insure consistent direction by all coaches when instructing players in the basic and intermediate fundamentals of hockey play.

Three characteristics of youth hockey players that should influence coaching are:

1. Not yet fully developed psychological capacity and personality
2. Lack of clarity about their abilities which often includes a lack of self-confidence and
3. A strong need for peer acceptance and approval.

What about winning? Is striving to win important? Definitely *YES!!!*

Is winning more important than having fun, developing all the players' skills, their personality and character? Definitely *NO!!*

Youth hockey coaches should help players become skillful players who love hockey; the time for intense competition will come, all too soon. The youth hockey coaches' job is to prepare players for future challenges, not to impose highly competitive situations on them before their skill, physical and psychological abilities are ready to meet the challenge.

#### **F. Coaches Understanding Rules and Policies**

SECYH strongly recommends that in order to ensure that all coaches, players and parents are knowledgeable of the rules and policies, each coach along with their Division Director will have team meeting(s) prior to the start of the season to insure all coaches, players and parents have access to the SECYH policies and procedures which can be found at the SEYCH website (document)

This first team meeting is also an opportunity for everyone to understand the expectations of the team, parents, and coaches in the coming season.

#### **G. Coaching Assignments**

The assigning of all Head Coaches is the primary responsibility of the Board of Directors. It is the Director's responsibility to identify potential candidates. Final approval of a Head coach is subject to an approval vote by the Board of Directors. Assistant Coaches will be assigned by the Head Coach with support from the Division Director.

All interested individuals shall apply to the Head Coach or the Division Director. For coaching qualifications requirements (See Appendix 8 - USA Hockey Coaching Education Program Requirements).

SECYH's policy is to select the most qualified individual to be the coach from among all interested candidates, regardless of whether a candidate is the parent of a child participating in the program. In all situations, the candidate coach shall possess coaching qualifications consistent with the level of skill and competition of the players to be coached. Other key factors such as a knowledge of the game and the ability to relate well to players of that age level, the ability to communicate effectively with parents, the ability to exercise fair and independent judgment and the ability to support SECYH policies and procedures. Coaching assignments will be reviewed annually.



SECYH will make use of ADM coaches to ensure that we have adequate coverage on the ice for all practices. Where ADM coaches are not assigned to a specific team they are still valuable contributors to our program and they should be treated with the same respect afforded team coaches.

## **H. Equal Ice Time**

It is highly recommended that the coaches attempt to equalize ice time to the maximum extent possible. The Board is aware that the "A" Travel Team is the competitive team of the division; however, "HAVING FUN AND LEARNING THE GAME OF HOCKEY" should be the first priority. A team can be competitive and still treat all players as equally as possible. All "B" team coaches are required to play players equally and all "A" team coaches are encouraged to play players as equally as possible, as the primary goal is still to "HAVE FUN". The only exceptions to this rule are:

- a. The last six (6) minutes of a close game where the score is within one (1) goal.
- b. As a result of disciplinary action to a player
- c. Penalties during a game may also affect equal ice time
- d. Midget level teams.

To elaborate on the exceptions - for exception (a), it is the policy of SECYH and in the best interest of the team to allow coaches an opportunity to win close games. Therefore, a coach is not required to play each player equally in the last six (6) minutes of a close game. However, SECYH, again, encourages the coach to play as many players as possible, and for exception (b) refer to the discipline section described below.

### **1. Coaches Special Rules – Mite Division**

Shift Change shall occur at approximately two (2) minutes intervals.

NOTE: Timekeeping, and/or on ice officials shall attempt to call for rotation in conjunction with a break in play where possible. When a team has ten (10) or more players exclusive of the goalie, five players shall leave the ice at a shift change.

1. During the course of a game, a goalie can only be removed if he is injured. A goalie cannot be removed and substituted with a sixth skater.
2. All seven (7) and eight (8) year olds will be given the opportunity to play goalie (i.e. rotation). A six year old can play only if the player requests it and the parents/ guardian approve, otherwise a six year old cannot play goalie. A five (5) year old cannot play goalie.
3. Players should be dressed and ready to go on the ice fifteen (15) minutes before the scheduled ice time.

4. Each player shall be given the opportunity to play at least three (3) games in a forward position and three (3) games in a defensive position (exclusive of goal keeping) as a minimum during the course of the season.

## **2. Coaches Special Rules – (All Travel Team(s) Only)**

### **Discipline**

1. A player is expected to be at the rink one-half hour prior to game time, unless there are extenuating circumstances. Any player who does not arrive in sufficient time, who demonstrates a poor attitude or bad conduct, or who has an unexcused absence from a game or practice MAY be disciplined by being sat out for the duration of a period for their age group. If the offense is repeated multiple times, the Division Director will be informed of all disciplinary action so that he can keep a record of all offenses. If a player is a repeat offender the player shall be referred to the Disciplinary Committee for review.
2. It is the responsibility of the parents to notify the coach and team manager if their player is not going to be able to make a game or practice. For games, every effort should be made to notify the coach and team manager a week in advance so alternates can be arranged. If a player becomes ill the day of a game, the coach and/or team manager should be contacted immediately, as an FYI.
3. Team coaches can “sit” a player if the player refuses to follow directions or does not understand or is incapable of keeping up with the flow of the play. Where this may not seem fair, it is likewise unfair for other players to suffer because of an inability to play at the level of the game.
4. If warranted a player can be removed for the season by the head coach with approval of the Board of Directors. All financial arrangements will be determined by the Executive Committee

### **I. Substitution of Players**

Substitution of players will be performed at the discretion of the coach.

NOTE: If a player misses a game or part of a game, the player is not entitled to have that lost time made up for the purpose of equalization of ice time.

### **J. Team Captain**

- A. For non-checking divisions (Mite U 8 through Peewee U 12), the Coach may designate a player(s) as Captain or Co-Captains for the games. This duty can be assigned by the coach to selected individuals or it can be rotated so that as many players as possible have this opportunity. This decision is left up to the head coach to decide based on the experience and maturity of the players on the team.

- B. For checking divisions (Bantam U 14) and Midget (U16/U18), upon the discretion of the Head Coach the team may elect a Captain and up to two (2) alternates. The players chosen should be team leaders and should attempt to know and understand the USA HOCKEY, and CVMHL AND/OR NEMHL Official Playing Rules.
- C. If the information is available the referee and official score keeper shall be advised prior to the start of each game, the name of the Captain of the team and the designated alternate(s). This information will be added to the score sheet.
- D. Only the Captain and the designated alternate(s) shall have the privilege of discussing with the referee any point relating to the interpretation of rules.

**K. Coaches Responsibility in Reporting Penalties (Disciplinary Committee Review)**

Any game misconduct penalties that may/do require additional game suspensions are to be reported to the applicable Division Director and the President by the referees/minor officials and/or coach after the game has ended. If necessary, this will be accomplished by a telephone call. The information will be provided to the Disciplinary committee As soon as possible for review and action (See Appendix 7 - Disciplinary Committee Responsibilities).

The Disciplinary committee will meet to review the penalties and interview the individuals involved.