

EVERETT YOUTH HOCKEY HANDBOOK



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Introduction

Everett Youth Hockey (EYH) was established in 2003 as a program of the XFINITY Community Ice Rink. EYH consists of a recreational league program, a competitive tier program, and camp/clinic player development programs. EYH is dedicated to providing boys and girls ages 5 -18 an opportunity to participate in the sport of hockey. EYH stresses fundamental skill development, teamwork, and FUN. It is the goal of EYH to have players develop a lifelong love of the sport of hockey, and continue to participate into their adult years as players, coaches, and/or volunteers.

EYH operates under the umbrella of USA Hockey, the official amateur hockey association of the United States, which includes the U.S. Olympic Team. USA Hockey is the United States' representative to the International Ice Hockey Federation (IIHF).

USA Hockey has divided the United States into 12 districts. The Pacific District consists of organizations and teams from Alaska, California, Hawaii, Nevada, Oregon and Washington. EYH is a member of the USA Hockey affiliate Pacific Northwest Amateur Hockey Association (PNAHA), which consists of organizations and teams from Washington State.

EYH has partnered with the Everett Silvertips Hockey Club of the Western Hockey League (WHL) starting with the 2013-14 youth hockey season. The Everett Silvertips Hockey Club will bring additional resources to the program including access to the organization's players and coaches. The Silvertips will provide the expertise and assets necessary to aid player development both at the recreational and competitive levels. The Everett Silvertips have granted EYH the exclusive use of the Junior Silvertips name and logo.

Mission Statement

Make Everett Youth Hockey an organization dedicated to providing a positive hockey and personal development environment for student athletes & their families at recreational, advanced and high performance competition levels.

USA Hockey Member Registration

All EYH administrators, coaches, players, and team managers or volunteers who will have direct supervision of players must be current members of USA Hockey. The member registration process is done on the USA Hockey member registration website: <http://www.usahockeyregistration.com/>

Organization

Administration

EYH is administered by a Board of Directors. The EYH Board of Directors will meet on a regular basis to make decisions on issues that affect players, parents, coaches, administrators and the overall direction of the EYH program.

2016-2017 EYH Board of Directors

- Everett Silvertips General Manager - Garry Davidson
- Consolidated Sports CEO/President - Zoran Rajcic
- XFINITY Arena Assistant GM - Rick Comeau
- Director of Coaching, PCAHA - Michael Devellano
- Director of Uniforms and Equipment- Mike Nouque
- Secretary / Treasurer - Jaimi Traub
- Director of Scheduling and Ice/PNAHA, MHL, President EYHBC - Gary Gusinsky
- Director of Beginners Hockey - Shaun Miller
- Director of Operations, CHOHA Representation- Aaron Wilson

Volunteer Coaching/Team Manager Eligibility

EYH is fortunate to have a strong group of volunteer coaches and team managers who are dedicated to the well-being of all EYH players. All EYH coaches are USA Hockey certified for the age level they coach. Coaches and team managers are also required to complete the USA Hockey / PNAHA background check.

Any person who wishes to be a coach and/or team manager with Everett Youth Hockey or the Rep Everett Jr. Silvertips must:

- Complete an EYH coaches' or team manager's application (annually)

Any coach or team manager who is offered and accepts a volunteer coaching position with must:

- Complete the USA Hockey / PNAHA background check before they are allowed to interact with players.
- Complete the USA Hockey SafeSport training presentation.

All coaches must:

- Hold current USA Hockey Coaching Education Program (CEP) certification for the level they are coaching.

Volunteer Coach/Team Manager Selection

All EYH coaching / team manager assignments are decided by the Director of Coaching. Coach / team manager candidates will be interviewed prior to assignment.

Game Day Volunteers

Timekeepers, Scorekeepers, & Penalty Box Attendants

On game days parent volunteers are required for “home” games. It is EYH & MHL policy that the home team on the schedule provides the Timekeepers, Scorekeepers and Penalty Box Attendants. EYH is grateful to all the parents, families and friends who have repeatedly volunteered in these positions in the past. For this season to be successful, all parents need to get involved and volunteer for these vital positions. Off ice officials need to remain neutral during the game. No cheering or jeering, and only respectful communication with officials is expected.

EYH has created a Timekeepers & Scorekeepers manual. Two copies of the manual are held at the Skate Rental Counter and are available for anyone to review during a team practice. Individuals are encouraged to practice running the clock during any EYH practice time to become more familiar with the operation of the clock. On game days, the manual and score sheet for the game(s) will be located at the Skate Rental Counter and both should be returned to the same location after the game is completed.

Note: Penalty and game boxes need to be kept clear of siblings and other adults. The space is limited only to those performing off-ice duties.

Private Coaching/Lessons

The XFINITY Arena Everett & XFINITY Community Ice Rink has established policies and procedures for private instructors / coaches and lessons. Private Instructors / Coaches must comply with all established policies and procedures prior to providing any instruction to individuals on the XFINITY Arena Everett or XFINITY Community Ice Rink. All policies and procedures may be reviewed through the XFINITY Community Ice Rink Manager. Any individual who would like private instruction / teaching privileges on the XFINITY Arena Everett and/or XFINITY Community Ice Rink may contact the XFINITY Community Ice Rink Manager. All private instructors / coaches must be approved by the XFINITY Arena Everett and XFINITY Community Ice Rink management prior to providing any lessons to any individuals. Any and all individuals, instructors or coaches teaching or who are perceived as teaching a private lesson to anyone other than their own child or family member on any XFINITY Arena Everett or XFINITY Community Ice Rink must be approved by the Ice Rink Manager prior to taking the ice. There will be no exceptions to this rule; and there is a zero tolerance policy for coaches who do not follow these guidelines. Private instruction / lessons are provided during public skating or stick and puck ice times. No private instruction / lessons may be provided on any EYH ice times for any reason.

Everett Youth Hockey (EYH) Program

EYH Planning/Program Development Process

EYH planning is an ongoing and continuous process. The traditional USA Hockey youth hockey season is 6 months long starting in September and ending in March. The XFINITY Arena operates on an annual schedule of January to December. Planning for the next EYH season begins at the end of the current season. There are many factors that affect the ice schedules EYH is able to offer each season and when decisions are made regarding the upcoming season. The EYH annual planning and program development process depends on multiple external programs and schedules due to the XFINITY Arena and XFINITY Community Ice Rink being multi-use facilities. A general timeline for EYH planning starts in March with an end of season review. During April and May information about upcoming XFINITY Arena events and already planned events is gathered. The information is used to develop an EYH Program Overview that is usually released during the first week of June. EYH ice schedules are preliminarily planned during June while waiting for the WHL Everett Silvertips practice and game schedules which are usually completed during the first week of July. During July and early August there may be changes to the Everett Silvertips' and XFINITY Arena's schedules that affect the EYH program. By mid-August the Everett Silvertips' and XFINITY Arena's schedules are finalized through the remainder of the calendar year. At this time (August) EYH has the ability to develop ice schedules for the August through December time. EYH planning continues during the remainder of the season as the XFINITY Arena is in the business of bringing entertainment events to Everett. These events may or may not have an effect on the EYH ice schedules. All EYH ice time schedules are published with the known planned events at the time of publishing and are always subject to changes due to newly scheduled XFINITY Arena events.

EYH Practice Schedules

EYH team practice schedules will be published in three (3) parts during the Fall/Winter season. Part 1 of these practice schedules will be published on or before August 31st of each year and will include practices between September 1st and September 30th. Part 2 of the practice schedules will be published on or before September 15th and will include practices between October 1st and December 31st. Part 3 of the practice schedule will be published on or before December 15th of each year and will include practices between January 1st and March 15th. These 3 part practice schedules are designed to maximize available ice time and minimize schedule changes during the youth hockey season. All published EYH practice schedules are subject to change due to XFINITY Arena and Community Ice Rink changes made after schedules are published. EYH has committed to improving all players and teams. The Jr. Silvertips travel teams will have some longer practice times (up to 75 minutes) and will be full ice (not shared). All teams that lose practice times due to XFINITY Arena event

schedule changes and/or additions will receive substitute ice in replacement. This will help to insure that teams will get two practices a week on average.

EYH Player Registration & Payment

2016-17 Fall/Winter hockey season players may register with EYH by completing the appropriate online registration at www.everettyouthhockey.com or in person at the Everett Silvertips Hockey Club Administration Offices with EYH Secretary/Treasurer, Jaimi Traub. Registration fees must be paid in full or in accordance with an EYH approved payment plan prior to any team tryouts, practices, or games. Registration fees are non-refundable, except for players placed on the waiting list who are not placed on an EYH team. All players or parents of players are responsible for payment of all registration/tryout fees to participate in tryouts.

Payment plans can be arranged through the online registration portal at www.everettyouthhockey.com. A monthly charge, outlined at the time of registration, will be automatically charged to the credit/debit card provided at the time of registration. Payment plans extend for up to 8 months (deposit + 7 monthly installments). All payment plans must be arranged on a credit/debit card, which will be automatically charged on a pre-arranged monthly date. No cash/check payment plans will be acceptable. At a minimum, unless otherwise pre-arranged and provided written permission from EYH management, all payment plans must meet the following payment percentage criteria:

October 1st - 50% paid
November 1st - 75% paid
December 1st - 100% paid

Extended payment plans based on hardship can be arranged directly with EYH Secretary/Treasurer, Jaimi Traub. Hardship-based extended payment plans will only be extended through the end of the EYH season. No payments will be arranged for after the completion of the season (March 31, 2016).

EYH recognizes that scholarships are available from various sources. However, regardless of any scholarship, all EYH players and/or parent(s) of player(s) are responsible for the payment of all registration/tryout fees in order to continue participation. All players receiving a scholarship must notify EYH Secretary/Treasurer Jaimi Traub in writing, prior to registration. The notification must appear on the letterhead of the organization providing the scholarship and detail a timeline as to the amount and timeline that fees will be paid. All scholarship payments can be made directly to EYH and will be applied to the appropriate player's account. Any scholarship funds that are not received by the agreed upon timeline will be deemed unavailable and full responsibility for fees will be addressed with player or parent(s) of the player.

EYH Fee Refund Policy

Registration/Program fee:

- \$50 of each registration/program fee is NOT refundable (to cover administrative costs)
- No Refunds of registration/program fees will be given after December 28th.

Balance of registration/program fees:

- Prior to October 1st - registration fees paid less \$50 will be refunded
- After October 1st - Zero (0) will be refunded
- Balance is NOT refundable if a player chooses to go to another local (Western Washington State) hockey association.

Registration/program fees will be pro-rated if one of the following occurs:

- Season ending injury before January 1st
- Player Moves from Western Washington
- Player joins EYH after November 1st

Registration/program fees may be pro-rated as follows:

- Prior to any try-outs, evaluation or practice sessions the fee will be pro-rated by dividing the fee by 4 months (Sept - Dec) and refunding the months remaining. A player who participates in 2 or more weeks of activities in a given month will not have that month refunded. Anytime a player requests a release to go to another local (Western Washington State) hockey association, the full program fee is due before a release will be given.

Recreational League

The EYH Recreational League is a six (6) month hockey program, which begins in late September and ends in early March. In accordance with USA Hockey, players are placed in divisions based on the year of their birth.

2014-15 USA Hockey Youth Divisions

Division	Birth Years
Mighty-Mite	2010-2011
Mite 8U	2008-2009
Squirt 10U	2006-2007
Pee Wee 12U	2004-2005
Bantam 14U	2002-2003
Midget 16U	2000-2001
Midget 18U	1998-1999

The number of teams competing in the EYH Recreational League varies each season and is determined by the number of players who register in each age division. Teams playing full-ice games must have a minimum of 11 players (10 forward skaters and 1 goalie) up to a maximum of 17 players (15 forward skaters and 2 goalies). Teams playing half-ice or cross-ice games must have a minimum of 7 players (6 forward skaters and 1 goalie) up to a maximum of 10 players (9 forward skaters and 1 goalie).

Player Movement Out of Current Age Division

All players must participate in their USA Hockey Age Division. If an EYH player has already played 2 seasons in their USA Hockey age division, they may submit a written request to the EYH Director of Coaching asking to play in the next older age division. (i.e. a player born in 2005 who has played the past 2 seasons in the EYH Mite division may request to play in the EYH Squirt division). This request will be reviewed by the EYH Program Committee and the decision of the committee will be final. The safety and success of players is most important to EYH. Therefore, a recreational player may need to be placed in a USA Hockey age division one age level younger than their actual age division. The EYH Program Committee reviews this type of player move before such a move is made. This type of player move is limited to recreational players and is subject to final approval by the *Metropolitan Hockey League*. If during a season there is no team for a specific age division at the recreational and/or tier II level, EYH players may move to an older age division at either the recreational or tier II level.

Exhibition Games

EYH teams may choose to play exhibition games against other hockey organization's teams. All exhibition games must be approved by the EYH Director of Ice and Scheduling to ensure proper USA Hockey procedures are followed. EYH team's home ice times are held at XFINITY Community Ice Rink. Occasionally teams are scheduled for the XFINITY Arena (main) ice rink.

Metropolitan Hockey League (MHL)

All EYH Recreational teams will compete in the MHL. The MHL is made up of recreational teams in the same age division from other Greater Seattle area youth hockey organizations. MHL teams will include playoff and championship games in age divisions squirt, pee wee, bantam & midget. Teams winning the MHL championship will be awarded recognition by the MHL. EYH teams playing in the MHL will play 'Home' games at the XFINITY Community Ice Rink. Teams will play 'away' games at the other hockey organizations' rinks.

Tournament Participation

EYH team may select to participate in youth hockey tournaments during various times throughout the season. All costs associated with these tournaments are the responsibilities of the individual players, families and coaches of the teams that choose to

participate in the tournament. **Teams that desire to participate in youth hockey tournaments must notify the EYH Program Committee of their desire at least 30 days prior to the event or before any applications or other related forms are completed for tournament participation.** The EYH Program Committee will review the request to participate and respond to the request in at least 3 days after receiving notification from a team representative. Teams that wish to participate in tournaments must consider many factors when selecting tournaments and be aware that there may be players who are not able to participate due to various reasons. All tournament participation is optional. No player or coach is required to participate in any tournament and should not be made to feel as if they must participate for any reason.

Recreational League - Playing Times

EYH holds some basic guidelines for on-ice playing time for all players regardless of the league or level of play. EYH also acknowledges that there are many situations that come up during a game or over the course of a season that makes completely “equal” on-ice time impossible.

EYH recreational league players are expected to be given the opportunity to get “equal” on-ice time over the course of the season.

Mighty-Mite / Mite Divisions (8U)

The EYH Mighty-Mite / Mite divisions are player development divisions where equal ice time in all practices and games is followed. Coaches will strive to make ice time for all players in attendance at practices and games as equal as possible.

Squirt Division (10U)

The EYH Squirt division is a player development division where equal ice time in all practices and games is followed. Coaches will strive to make ice time for all players in attendance at practices and games as equal as possible. Coaches shall allow all players to participate on power plays, penalty kills as they occur during the course of a game and over the course of the season.

Pee Wee Division (12U)

The EYH Pee-Wee division is the beginning of more advanced and competitive play. Coaches are expected to play all team members as equally as possible, while also coaching to have success as a team. Coaches are expected to give all players the opportunity to participate on power plays, penalty kills as they occur over course of the season and any overtime sessions. Coaches may strategically use players during the last 5 minutes of a game.

Bantam Division (14U)

The EYH Bantam division continues more advanced level of play and team focus. Coaches are expected to play all team members as equally as possible, while also coaching to have success as a team. Coaches are expected to give all players the opportunity to participate on power plays, penalty kills as they occur over course of the season and any overtime sessions. Coaches may strategically use players during the last 5-minutes of a game.

Midget Division (16U, 17U and/or 18U)

The EYH Midget division continues more advanced level of play and team focus. Coaches are expected to play all team members as equally as possible, while also coaching to have success as a team. Coaches are expected to give all players the opportunity to participate on power plays, penalty kills as they occur over course of the season and any overtime sessions. Coaches may strategically use players during the last 5-minutes of a game. How each player gets the opportunity for their ice time is up to the team coach and coaching style. For example, a coach may set up a team with equally skilled lines and then play each line an “equal” amount during each game or over the course of the season. Even within this example there may be special situations such as power plays and penalty kills that will have an effect on playing time. In addition players will have a direct effect on their own opportunity at “equal” playing time if they choose a style of play that results in their being assessed penalties during a game and over the season.

EYH Competitive Tier II Teams - Everett Jr. Silvertips

The goal of EYH Tier II teams is to provide a highly competitive forum in which the best players from EYH can train and compete. Therefore, players will be selected by a tryout system.

The EYH Program Committee, at its discretion and in the best interests of EYH, shall determine the number of teams and age divisions that will be permitted to play as Tier II teams. The Pee Wee, Bantam & Midget age divisions shall be permitted to have at least one Tier II team, provided there are a sufficient number of qualified players to make up a team and a sufficient number of qualified coaches.

A team shall be selected within a reasonable time after the conclusion of the scheduled tryouts, and only those players attending tryouts or excused from tryouts by the EYH Program Committee shall be eligible to be selected. An excusal for missing tryouts must be submitted in writing to the EYH Program Committee before the start of

the first tryout. A parent or guardian of the player must write the excuse, stating the reasons for missing the tryouts.

PNAHA Tiering Guidelines

Any team wishing to declare as Tier II must declare by October 1st of the current hockey season. These teams are then reported to the Pacific District of USA Hockey and USA Hockey by the PNAHA President. Teams declared as Tier II in the PNAHA League must participate in the PNAHA tiering process at the beginning of the season. The PNAHA Competition Committee may change a team's classification to "B" based on their performance during the tiering process games. The specific classification of any EYH team, after the PNAHA tiering process games shall be reviewed by the EYH Program Committee, the EYH team coaches and confirmed with PNAHA. An EYH team that is re-classified as "B" may be requested to complete the PNAHA Tier II League schedule, but will not be eligible to compete in the PNAHA State Tier II Tournament at the end of the season. An EYH "B" team would be eligible to participate in the PNAHA State "B" Tournament at the end of the season. If an EYH team is classified as Tier II after the PNAHA tiering process and is not performing as expected in the PNAHA Tier II League, EYH can submit a request to the PNAHA League Commissioner and PNAHA President to have the team's classification reviewed. This request must be submitted no later than the Wednesday prior to the Thanksgiving holiday. Before submitting such a request the EYH Program Committee and the EYH team coaches will meet to decide if such a request should be submitted to PNAHA. If EYH does submit a request, it will be reviewed by the PNAHA Competition Committee or a Selection Committee of the PNAHA League Commissioner's choice (as long as it consists of 2 members from the east and 2 members from the west side of the state) and they will evaluate the situation and make a decision whether or not to re-classify the EYH team to "B". The decision of the PNAHA committee is final.

Team Roster Changes

After all team selections are made, any need for roster changes will be brought to the attention of the EYH Program Committee who will work the coaches of the teams and player's parents to reach an agreement that is in the best interest of everyone involved.

Competitive Teams - Playing Time

It is the intent of EYH to assure all competitive league players an EQUITABLE, NOT EQUAL amount of playing time. EYH Tier II teams are competitive teams playing for the opportunity to compete in the USA Hockey Tier II national championship tournament at the end of the season. EYH Tier II team coaches have the responsibility and authority to make playing time decisions for all players based on the overall team goal of qualifying for the national championship tournament.

EYH Team Uniforms

EYH players may only wear jerseys and socks that have been provided to them through the EYH program for all games (i.e. exhibition, league or non-league and tournament games). Players are not required to purchase any additional equipment to create a team to appear as “matching” (i.e. all players having the same helmet, pants and glove colors). EYH does not have a required helmet, pants and glove color and individuals may purchase any style and color of protective equipment as long as it is approved by USA Hockey for use in ice hockey practices and games.

EYH Recognition & Celebrations

The recognition of team and individual efforts of players, coaches and volunteers is important to EYH. During the youth hockey season, USA Hockey recognizes players' individual efforts through the “Hat Trick”, “Playmaker” and “Zero Club” patches. Each player is eligible to earn 1 of each patch. During the season, coaches or team managers review game score sheets and send notification to the EYH Director of Coaching. At the conclusion of the season, a list of players who have earned an award are submitted to PNAHA and patches are sent to EYH. These patches are handed out to players during the EYH season celebration activities.

Annually EYH presents awards annually in recognition of player and team volunteers efforts during the season. These EYH awards are the “Comeback Player” of the year award. Players are nominated and voted on by coaches and administrators. These awards are presented during the EYH season celebration activities. In addition, EYH presents the “Dwyer-Shaw Coaches” award and since 2015 the Manager of the Year and Volunteer of the Year award. EYH coaches and managers nominate and vote for these awards in recognition for their outstanding volunteering, management and/or coaching excellence.

Teams or individuals that choose to hold additional celebrations events outside of the annual EYH Season Celebration do so knowing that EYH, XFINITY Community Ice Rink, the Everett Silvertips and Global Spectrum are not financially responsible in part or whole. All financial responsibility is assumed by the individuals who participate in any such events.

24 Hour Rule

Parents Interaction w/ Coaches and Administrators

If at any time a parent or player have concerns over playing time, or other game or practice issue they are requested to wait at least 24-hours before approaching or contacting the team's Head Coach or any EYH coach.

If a parent or player has a question regarding ice time, they are expected to approach a coach in a respectful and open-minded manner. If possible it is suggested a neutral third party be present during any such discussions to help ensure communication is respectful, open and effective. If after this communication there is no agreed resolution then the coach, parent and player will be required to meet with the EYH administration to resolve any playing time issues.

USA Hockey SafeSport Program

USA Hockey has launched the USA Hockey SafeSport program and handbook. All USA Hockey registered coaches, team managers and administrators are required to complete the USA Hockey SafeSport online training module. Players, parents and others are strongly encouraged to read and understand the USA Hockey SafeSport Handbook and/or complete the online training module too. The USA SafeSport Program Handbook and training module is available online at www.usahockey.com/safesport.

The USA Hockey SafeSport program has policies on the following subjects.

- Sexual abuse
- Physical abuse
- Emotional abuse
- Bullying, Threats and Harassment
- Hazing
- Locker Room Policy
- Social Media, Mobile and Electronic Communications Policy
- Travel Policy
- Billeting Policy

EYH follows the USA Hockey SafeSport policies as listed on the current revision of the “USA Hockey SafeSport Program Handbook” and will implement additional EYH specific policies as directed by this handbook.

EYH Locker Room Policy

This EYH Locker Room Policy applies to all USA Hockey sanctioned events in which any EYH player(s), coach(es), administrator(s) or volunteer(s) attend including team practices and both “home” and “away” games. At least one responsible adult shall be present directly monitoring the locker room during all team events to assure that only participants (coaches and players), approved team personnel and family members are permitted in the locker room and to supervise the conduct in the locker room. The responsible adult must personally monitor the locker room environment at all times while participants are present to ensure no abusive behavior as described in the USA Hockey SafeSport Handbook occurs and also make sure the locker room is appropriately secured during times when minor participants are on the ice. The responsible adult that monitors and supervises the locker room shall have been screened in compliance with the current PNAHA screening policy. The use of any mobile electronic devices and any mobile phone’s recording capabilities, including voice recording, still cameras and video recording is prohibited in any locker room. In addition, video cameras and still cameras are prohibited from use in any locker room. The use of any mobile recording device as previously described may be used during “special occasions” (i.e. team celebrations) only with the prior approval of all individuals in the locker room and providing all individuals in the locker room at the time of the recording are properly dressed. The use of mobile phones for traditional telephone conversations is allowed as long as it is not disruptive to the locker room environment. Any individual meetings between a minor participant and a coach in a locker room shall require a responsible adult be with the coach. EYH coaches and team managers shall be responsible for compliance with this EYH locker room policy.

EYH Social Media Policy & Policy on Electronic Communication

EYH recognizes that the rapid growth of both social media technologies and electronic communication through mobile phones e.g. texting, multimedia messaging etc. and email communications. Combined with their ease of use and pervasiveness make these attractive channels of communication. However, these tools also hold the possibility of a host of unintended consequences. There are many things to consider before using social media outlets, sending email, text messages or other forms of electronic communication.

Applications (Facebook, Twitter, and Instagram etc) that allow you to interact with other users require careful consideration of the implications of “friending”, “linking”, “following”, or accepting such a request from another user. There is the potential for misinterpretation of the relationship or the potential of sharing protected information. Do not

discuss a situation involving named or pictured individuals on a social media site without their permission.

Do not post anything that you would not present in any public forum. If the content of your message would not be acceptable for face-to-face conversation, over the telephone, or in another medium, it will not be acceptable for a social networking site.

Let your internet social networking do no harm to yourself or anyone else. Social media can be a great tool to interact with others.

You should keep your interactions about EYH positive and encourage others to do the same. Be mindful that what you publish will be public for a long time, so protect your privacy.

You are responsible for what you post or message on your own and on the sites, devices or to the email addresses of others.

Individuals have been held liable for commentary deemed defamatory, proprietary, libelous or obscene (as defined by the courts). Make sure that you have all the facts before you post. Be sure that what you post today does not come back to haunt you later.

There is no such thing as a “private” social media site. If you feel angry or passionate about a subject, it’s wise to delay posting for at least 24 hours when you are calm and clearheaded.

Never pretend to be someone else, but while you should be honest about yourself, don’t provide personal information that scam artists or identity thieves could use.

The use of any EYH or XFINITY Arena at Everett logos, pictures, images or likenesses is strictly prohibited. The use of any names or pictures or other methods of identifying individuals who are players, parents, family members, coaches, or administrators of Everett Youth Hockey is strictly prohibited. In addition to these rules the USA Hockey SafeSport program policies and rules shall be followed.

Social Media Best Practices

Think twice before you post. Be accurate. Be respectful. Be honest. Be professional and polite. Remember many different audiences will see your posts. Remember that the internet is permanent even if you delete things later. Be in the right state of mind when you post items. Feel free to ask the EYH board as to whether something is appropriate to post on social media. Any information on social media websites or other types of media that is in violation of any EYH, PNAHA or USA Hockey rule or guideline will be investigated by the proper authorities and may result in disciplinary action that could include suspension and/or removal of players, parents, coaches and administrators from participation with EYH, PNAHA and/or USA Hockey. Any suspected or actual criminal activity will be promptly reported to the proper authorities.

EYH Travel Policy

EYH has some teams that travel regularly to play individual games, two or three games at a time, or in tournaments. Some team's travel is limited to only a few events per year, and some team's travel is local travel to and from local rinks. EYH has established policies to guide such travel minimize one-on-one interactions and reduce the risk of abuse or misconduct. Adherence to this travel policy will increase player safety and improve the player's experience while keeping travel a fun and enjoyable experience.

We distinguish between travel to training, practice and local games or practices ("local travel"), and team travel involving a coordinated overnight stay ("team travel").

Local Travel

Local travel occurs when EYH or one of its teams does not sponsor, coordinate, or arrange for travel.

- Players and/or their parents/guardians are responsible for making all arrangements for local travel. The team and its coaches, managers or administrators should avoid responsibility for arranging or coordinating local travel. It is the responsibility of the parents/guardians to ensure the person transporting the minor player maintains the proper safety and legal requirements, including, but not limited to, a valid driver's license, automobile liability insurance, a vehicle in safe working order, and compliance with applicable state laws.
- The coaches, team manager, administrator and/or volunteers of EYH or one of its teams, who are not also acting as a parent, should not drive alone with an unrelated minor player and should only drive with at least two players or another adult at all times, unless otherwise agreed to in writing by the minor player's parent. Where a coach, team manager, administrator and/or volunteer is involved in an unrelated minor player's local travel, efforts should be made to ensure that the adult personnel are not alone with the unrelated player, by, e.g., picking up or dropping off the players in groups. In any case where a coach, team manager, administrator and/or volunteer is involved in the player's local travel, a parental release should be obtained in advance.
- Coaches, team managers, administrators and/or volunteers who are also a player's parent or guardian may provide shared transportation for any player(s) if they pick up their player first and drop off their player last in any shared or carpool travel arrangement.
- It is recognized that in some limited instances it will be unavoidable for a coach, team manager, administrator and/or volunteer of EYH or one of its teams to drive alone with an unrelated minor player. However, efforts should

be made to minimize these occurrences and to mitigate any circumstances that could lead to allegations of abuse or misconduct.

Team Travel

Team travel is overnight travel that occurs when EYH or one of its teams sponsors, coordinates or arranges for travel so that our teams can compete locally, regionally, nationally or internationally. Because of the greater distances, coaches, staff, volunteers and chaperones will often travel with the players.

- When possible, EYH will provide reasonable advance notice before team travel. Travel notice will also include designated team hotels for overnight stays as well as a contact person within EYH or the team. This individual will be the point of contact to confirm your intention to travel and to help with travel details.
- EYH or the team manager will post specific travel itineraries when they become available. These will include a more detailed schedule as well as contact information for team travel chaperones. EYH or the team manager will make efforts to provide adequate supervision through coaches and other adult chaperones. EYH or the team manager will make efforts so that there is at least one coach or adult chaperone for each five to eight players. If a team is composed of both male and female players, then we will attempt to arrange chaperones of the both genders. However, we rely on parents to serve as chaperones and may be limited in providing this match.
- Regardless of gender, a coach shall not share a hotel room or other sleeping arrangement with a minor player (unless the coach is the parent, guardian or sibling of the player).
- Because of the greater distances, coaches, staff, volunteers, and chaperones will often travel with the players. No coach, team manager, administrator and/or volunteer will engage in team travel without the proper safety requirements in place and on record, including valid drivers' licenses, automobile liability insurance as required by applicable state law, a vehicle in safe working order, and compliance with all state laws. All chaperones shall have been screened in compliance with the USA Hockey Screening Policy and all team drivers shall have been screened and the screen shall include a check of appropriate Department of Motor Vehicle records. A parent that has not been screened may participate in team activities and assist with supervision/monitoring of the players, but will not be permitted to have any one-on-one interactions with players.
- Players should share rooms with other players of the same gender, with the appropriate number of players assigned per room depending on accommodations.
- The coach will establish a curfew by when all players must be in their hotel rooms or in a supervised location. Regular monitoring and curfew checks will be made of each room by at least two properly screened adults.

- The team personnel shall ask hotels to block adult pay per view channels.
- Individual meetings between a player and coach may not occur in hotel sleeping rooms and must be held in public settings or with additional adults present.
- All players will be permitted to make regular check-in phone calls to parents. Team personnel shall allow for any unscheduled check in phone calls initiated by either the player or parents.
- Family members who wish to stay in the team hotel are permitted and encouraged to do so.
- The team will make every effort to accommodate reasonable parental requests when a child is away from home without a parent. If any special arrangements are necessary for your child, please contact the team personnel who can either make or assist with making those arrangements.
- Meetings do not occur in hotel rooms, but the team may reserve a separate space for adults and athletes to socialize.
- If disciplinary action against a player is required while the player is traveling without his/her parents, then except where immediate action is necessary, parents will be notified before any action is taken or immediately after the action.
- No coach or chaperone shall at any time be under the influence of alcohol or drugs while performing their coaching and/or chaperoning duties.
- In all cases involving travel, parents have the right to transport their minor player and have the minor player stay in their hotel room.
- During team travel, coaches, team personnel and chaperones will help players, fellow coaches and team personnel adhere to policy guidelines, including, without limitation, the Travel Policy, Locker Room Policy and Reporting Policy.
- Prior to any travel, coaches will endeavor to make players and parents aware of all expectations and rules. Coaches will also support chaperones and/or participate in the monitoring of the players for adherence to curfew restrictions and other travel rules.

Prohibited Conduct & Reporting

EYH prohibits all types of physical abuse, sexual abuse, emotional abuse, bullying, threats, harassment and hazing, all as described in the USA Hockey SafeSport Handbook. Coaches, players, parents, family members, administrators or volunteers in EYH may be subject to disciplinary action for violation of the Travel Policies or for engaging in any misconduct or abuse or that violates the USA Hockey SafeSport Policies. Reports of any actual or suspected violations, you may email USA Hockey at SafeSport@usahockey.org or may call 1-800-888-4656.

The USA Hockey Annual Guide is available for all to review on the USA Hockey website. The USA SafeSport Program Handbook is available online at www.usahockey.com/safesport.

Codes of Conduct

From the USA Hockey Participant Codes of Conduct

Players Code of Conduct

1. No swearing or abusive language on the bench, in the rink, or at any team function.
2. No lashing out at any official no matter what the call is. The coaching staff will handle all matters pertaining to officiating.
3. Anyone who receives a penalty will skate directly to the penalty box.
4. Fighting will not be tolerated. Fighting will result in an appearance before a Discipline Committee
5. There will be no drinking, smoking, chewing of tobacco or use of illegal substance at any team function.
6. I will conduct myself in a befitting manner at all facilities (ice rink, hotel, restaurant, etc.) during all team functions.
7. Any player or team official who cannot abide by these rules or violates them will be subject to further disciplinary action.

Coaches Code of Conduct

- I will remember that I am here to help my players learn, have fun, and play in a safe environment. I am not here to "win at all costs" and/or promote my coaching abilities.
- I will treat each of my players equally and with respect. I will not belittle, unfairly criticize, or punish a player. I will focus my efforts on providing constructive feedback, teaching, and supporting.
- I will accept the fact that my players are not of equal skill level. This should not result in less ice time for any player. I will make every effort to see that all my players have equal opportunity to play.
- I can expect all my players to be committed to the team and show up for all practices (except when ill). I have a right to reduce a player's ice time when they have an excessive number of absences from practice.
- I can demand my players respect and attention. I have a right to reduce a player's ice time when they consistently disregard my instructions or are disrespectful to me.
- Whenever I reduce a player's ice time, I will communicate to the parents the reason for the reduced ice time.
- I will make my contact information and the league director contact information available to the parents.
- I will promptly address any concerns raised by parents. If I am unable to do so, I will direct the issue to the director of the league in a timely manner. I will respect and abide by the decision made by the director to resolve the issue.
- I am responsible for communicating to the parents all schedule changes and other pertinent league information in a timely manner.
- I will demand good sportsmanship and respect from my players. I will not tolerate the putting down or insulting of one player by another. I understand that I am responsible not only for the physical but the emotional well-being of my players. I will always make sure that I or an assistant coach is present in the locker room at all times to monitor my player's behavior.
- I will make sure that my team "lines-up" for a handshake at the end of each game as a way of teaching and demonstrating good sportsmanship.
- Checking will be taught as a hockey skill and not as a means to intimidate or hurt another player. I will emphasize the skills part of the game (passing, skating, positioning, shooting, etc...) and teach how to properly and legally check (also showing what is illegal and how it could possibly injure a player).
- Aggressive behavior that involves intent to hurt someone, by one of my players, will not be tolerated and will be brought to the attention of the league director and the parents.

- I will treat all referees with respect and not question their calls. I do have a right to ask for clarification on a call.
- For safety reasons, I will not allow a player, not properly equipped, to practice or play in a game.
- I understand that my failure to abide by this code of conduct may lead to my dismissal as a coach in future seasons or immediate dismissal depending on the severity of the breach.

Parents/Spectators Code of Conduct

- I will not force my children to participate in sports, but support their desires to play their chosen sport.
- Children are involved in organized sports for their enjoyment, not mine. I will make it fun for all children participating.
- I will applaud a good effort in victory and in defeat and enforce the positive points of the game.
- I will work toward removing the physical and verbal abuse in youth sports. I will not embarrass my child by yelling at players, coaches or officials.
- I will not pound on the glass. By showing a positive attitude toward the game and all of its participants, my child will benefit.
- I will enjoy the game; learn all I can about the game and volunteer where available!
- I will encourage my child to play by the rules. Remembering, that my child learns best by example, I will applaud the good plays of both teams.
- I recognize the importance of volunteer coaches. They are very important to the development of my child and the sport. I will allow them to coach my child. I will communicate with them and support them.
- When talking to a child about his or her participation and performance, I will discuss the positive contributions made not areas for performance improvements.
- I will 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.
- I will respect all rinks, rink property, rink employees and any ice rink rules.
- I will discuss positive or negative circumstances of a game with our player's coach during times outlined by the coach.

EYH Discipline Committee

Any time a player or coach is assessed a penalty or penalties that results in the player or coach being suspended for a minimum of one game they will be required to meet with the EYH Discipline Committee. The EYH Discipline Committee is made up of at least 3 reasonably disinterested members of the EYH Program Committee or Coaches or a combination of these individuals.

EYH Discipline Committee has the authority to assess supplemental discipline in accordance with USA Hockey Rule 410. In addition, the committee will meet with parents or spectators who knowingly and willfully violate any USA Hockey rules or EYH rules contained in this manual or other EYH documentation.

Player Concussions (Zack Lystedt Law)

Washington State has passed a law regarding players involved in sporting events who receive a concussion and their ability to return to play.

EYH has every intention to abide by this law for the protection of all players and coaches.

If any EYH player suffers a concussion the player is not eligible to return to any EYH ice time (practice or game) until EYH has received notification from the parents or guardian that the player has been approved to return by a medical physician. Notification must consist of a document, paper or electronic, that states the player is eligible to return to regular athletic activity.

EYH reserves the right to update any information and policies in this manual at any time. The most current revision of this manual will be available online. www.everettyouthhockey.com.