

Coaching Information

NYH has created a coaches document to help our coaches have a single location to find information to help make your coaching experience more enjoyable and hopefully easier.

You will find a list of information that hopefully will be helpful to plan out your season and manage some of the administrative tasks associated with coaching.

Season: Late August to March 20th. All coaches should expect games and practices to run through that weekend. Midgets will end by Thanksgiving

Tryouts for 2011/12 for Midget, PW, and Bantam will be in late march and early April

CEP, CORI, etc

Please make sure you complete all the forms and keep your CEP level up to date so that we don't run into any issues having to stop a coach from going on the ice because his CEP level is not up to date.

All the rules have been updated. A separate document is attached explaining the new requirements.

Contact Al Pace at coachapace@comcast.net with questions on CEP level

CORI

All coaches must complete a CORI form and arrange to hand deliver to Mike Canavan. New Mass Hockey requirement that the CORI administrator/NYH president needs to confirm each person not just receive CORI data via mail or email.

If you didn't complete the CORI form at the coaches night, please use the link below to fill out the form – print it and deliver to mike canavan. He will be in touch with any coach who has not submitted a form.

Game Shirts, Practice Shorts, and Socks

Mike Turner will be coordinating distribution of game and practices shirts

One day events

Columbus Day and Veteran's Day – NYH is working to have scrimmages with Winchester and Franklin. Not all teams will have the opportunity to play, but our goal is

to have 6 or 7 scrimmages each day. The scrimmages will be added to the schedule in early October.

NYH Website

Each of you should have received a user name which is your name (example: mike canavan) and a password. If you go to the NYH website and click on the picture of a lock – it will give you access to the website which will allow you to:

- Post game scores by choosing your team then results and then clicking on the icon next to the game which will then let you enter the score. The scores will automatically be sent to the GBL website. You can also post them directly on the GBL site by following directions below
- View your roster and send emails by choosing your team then selecting rosters then send email to whole team.
- The website should also show you an integrated schedule of both your NYH practices and games. If you enter into any tournaments and won't those games posted to the website please send email to mike.canavan@hp.com. Note that if you

Scheduling

Special requests for ice such as make-up games, playdowns, scrimmages, extra practice time, etc should be made to Mike Turner at msvturner@hotmail.com

Need a timekeeper or ref for a make-up game or scrimmage

Refs and timekeepers will need to be paid in cash at the time of the game – please remember to bring money and ask Paul the rate you will need to pay

In general a timekeeper makes \$15 to \$20 (higher amt for an early or late game) and the refs make between \$24 and \$44 depending on level of ref and level of teams playing.

Contact person: TBD

Playdowns and Rosters

Mark Parrish will send you your roster and state playdown application. Please get everything signed and returned to the district as instructed by the due dates. By

implementing the new usa hockey registration process, we have greatly reduced the coaches burden. Hopefully, it will be as simple as getting rosters signed, completing the application and mailing it.

Contact Mark with questions at mparrish@crescentridge.com

NYH will post on the website the date of the district playdown meetings. Each team must send a coach who will get details on who they will be playing, who is home team, and other important information related to playdown process.

For playdown games – contact Paul Milligan for help with timekeeper and potentially refs (see note above), but you can also get playdown refs from John Trahon the district ref in chief at johntrahon@hotmail.com.

Needham Feb / March Tournament

Tournament Director will be in contact with your team to discuss the tournaments, and help that may be required to support the tournament such as recruiting teams for your division, helping run the snack bar, etc.

Ice Bills

Please identify a treasurer to help manage ice bills. Fran Martin on behalf of NYH will send the head coach and treasurer a monthly ice bill for practice ice. Treasurer should be responsible to collect money from families and pay bills in a timely manner.

In general, NYH would recommend you setup two or three payments for families to make through the course of the year to keep your account funded. Three payments of approximately \$300 per player paid to team in September, December, and February in general will cover the costs. The payment can be adjusted once actual bills from NYH hit.

Attendance Policy/Playing time

NYH encourages kid to play fall sports such as football and soccer and understands that can create conflicts. We encourage each coach to have an attendance policy and communicate it to the parents and players. Once Thanksgiving holiday comes the official end to the fall sports season. With that, there should be an end to the many conflicts which keep players from attending practice. The beginning of the winter sports season provides good opportunity to remind players and parents that attendance at practice is vital for the team and all its members to progress. Although it is the policy of Needham Youth Hockey to have ice time proportioned as equal as possible, the Board recognizes

that from time to time, a coach may elect to reduce a player's ice time or sit a player out for a game, as a result of poor attendance at practices. In order to encourage a positive team experience and to minimize conflicts, the Board suggests that each team have a firm rule regarding attendance. The head coach must inform each player and parent of the program/team rules and consequences should a player not live up to his/her obligations to the team.

Sample of Team Rules

Below are guidelines that have been used successfully by coaches in the past to help communicate with parents and players. Cooperation of players, parents and coaches is necessary to insure the best possible experience for the players. If coaches establish certain rules and explain the reasons for them as well as explain the consequences if the rules are not followed, then the team will be on its way to a productive season.

Consistency and fairness will breed the cooperation necessary to achieve this end. Coach must determine his own set of team rules these are some guidelines to help, All of the following guidelines apply to the older and more experienced skaters. Some may need to be modified for younger teams.

1. Players should be aware that they have a responsibility to themselves and the team to be at games and practices. Players should arrive at games and practices at least thirty minutes before the scheduled ice time. Coaches will be able to plan game strategy or explain practice drills in the locker room, not wasting valuable ice time. This time together gives the players a chance to develop camaraderie. Players should notify a coach as soon as possible if they are unable to attend a practice or game. A Coach should arrive at least thirty minutes before a game or a practice to supervise the locker room. A coach should remain in the locker room after a practice or a game until all players have gone. The team must make sure the locker room is left clean.
2. Each coach should explain his/her method of discipline to both players and parents so all will understand why and how discipline will be carried out: missing shifts, writing essays, push-ups, sitting out during practice, suspension.
3. Parents are requested to stay out of the locker rooms and bench areas so that the coaches have the undivided attention of the players while discussing strategy or planning practice. If necessary, briefly go in and help tie skates for younger players, but players should be encouraged to carry their own bag, dress themselves, and be ready on-time for start of practice or game.
4. No food allowed in locker rooms without the coach's permission.
5. A coach should be aware of any player's learning or emotional issues as well as medical conditions or allergies. Such information would be helpful in dealing with individual children or a medical emergency should a parent not be present at

- a game or practice. Parents should be asked to share this information with the coach and such information is confidential.
6. Coaches are encouraged to have a meeting with the parents immediately after tryouts to open lines of communication and plan for the season. An email chain to communicate information or changes should be devised. Philosophy; tournament plans, especially travel tournaments; team rules and discipline; and a payment plan should be established and agreed upon. Coaches often appoint a parent to collect the fees either monthly or in installments. Parents should be aware that payment is required even if a child is sick or injured. Exceptions may be made at the discretion of the coach if a prolonged absence is necessary.
 7. Parents should be requested to bring concerns or complaints directly to the coach. It is better for the adults to discuss matters without speaking through the children.
 8. Coaches should discuss with players and parents his/her plan for ice time during games, outside scrimmages and tournaments. Explain if ice time will not always be equal.
 9. Hockey season is long, requiring parents, players and coaches to make tremendous sacrifices involving time and money. Our goal is that each player improves while working hard and having fun.

GBL

All teams (except Midget B2 who play in the Neponset Valley League) will play games in the Greater Boston Hockey League. Each coach will be required to enter scores by Wednesday after a game. The scores may be entered through the NYH website

GBL will also send you a userid and password – please remember to save it. It will be required if you ever need to cancel a game.

If you have any issues with GBL please send note to mike.canavan@hp.com and I will follow-up with GBL president Kevin Hurley or scheduler Ken McNeill on your behalf.

GBL Rules

Visit the link below for the GBL rules. GBL follows USA Hockey and Mass Hockey guidelines. Below are the GBL specific information for coaches.

<http://www.leagueathletics.com/Page.asp?n=26825&snid=510813615&org=gbyhl.org>

Cross-ice for Mites

In support of USA Hockey requirements for the GBL plans to schedule 4 to 5 weeks of cross-ice games for the mite a and mite b level teams. The concept will be to split your roster in half and play 2 cross-ice games on a sheet of ice for 25 minutes and then flip-flop so groups change and play a 2nd 25 minute game.

Re-alignment

GBL in order to create balance will re-align teams once per year (sometimes it will do a 2nd re-alignment of an individual team if requested). For Bantam and PW A/ B1, re-alignment will occur in early November. GBL Will notify the programs of potential teams that may move and request feedback. GBL has final say on re-alignment, but town programs may request a re-alignment or even request a team not be moved. For the PW B2/B3, Squirt, and Mites, the re-alignment usually happens in late December.

All Playoff standings are based on the post re-alignment record.

McLaughlin Tournament

At the end of the season, the top 4 teams from each division (North, South, East, West) of each age group (Bantam, PW, SQ, and Mite) will play in a seasoning ending championship tournament. Single Elimination – teams play by seed 1 play 4 and 2 play 3 and then winners play for championship

At the Mite and Squirt level – teams not making the tournament will get to play 1 final game against a comparable team the weekend of the McLaughlin Tournament (3/19 and 3/20).

All teams should assume their season runs until 3/20. In the past we have had teams schedule tournaments this weekend not understanding the playoff system. The games for the 3/19 and 3/20 will not get posted until early that week – 3/15. Don't be fooled into thinking the season is over because a game is not on your schedule.

Access to the GBL Website

Your userid: first and last name with a space (mike canavan)

Your Password: TBD

Your password will be required for privileged access to WWW.GBYHL.ORG. It will be needed to enter scores and postpone games.

These functions are accessed by clicking the “ADMIN” tab on the GBYHL homepage and entering your FULL Name and Password and clicking “Submit”.



To Enter Game Scores

Select “Results” from the left Navigation bar.

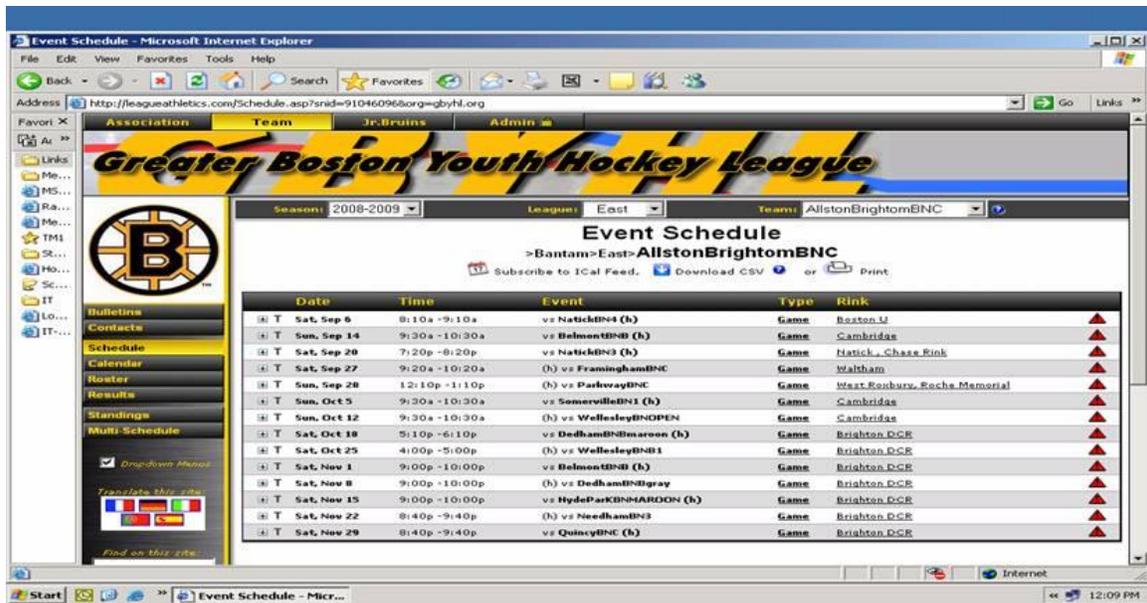
Select the game in question and enter the scores. Hit Submit



Games can be Postponed by selecting the “TEAM” tab at the top of the page after logging on.

Select the appropriate ‘League’ & ‘TEAM’ from the dropdowns for your team

Select the “Schedule” in left navigation bar.



Select the game in question and click on the red triangle to right of the game.

Game Postponement

This will automatically send an email to the coach of the opposing team.

You will be notified when he responds to the email. If you do not receive a response from the opposing team in 48 hours you should contact the coach by phone or the Program Director for that Program under the 'Contacts' tab

NOTE you are responsible for making up the game on YOUR ice and paying all expenses.

Email Notification : Click on your option to respond to the postponement notice. It is your choice to use the ice for:

- a. Practice
- b. Scrimmage
- c. Return the ice to the league