



## Training and Certification Reimbursement Policy

BYH understands the importance of volunteer coaches, on-ice assistants, managers and locker-room parents within the program, and is committed to their training and development to promote a safe and educational environment for our players. As such, all coaches and on-ice assistants must follow the USA Hockey Coaches Education Program (CEP) training and advance in that training per the most recent USA Hockey requirements including Level specific module training. Additionally, all BYH coaches, on-ice assistants, managers and locker-room parents must also complete SafeSport training and NYSAHA Screening. BYH supports these efforts by providing limited reimbursement for this training as outlined below.

**LTP/Mite Levels:** BYH will reimburse the full registration fee for up to **10** coaches per LTP and Mite programs for CEP Level 1 – CEP Level 3 training and Level specific module training. BYH will also reimburse the full fees for both SafeSport and NYSAHA Screening for all named coaches, on-ice assistants, managers and locker-room parents per team. The BYH ACE and Vice President must be notified in advance of the names of the individuals that will be attending the CEP training only. Any additional individuals beyond the 10 requesting CEP and Level specific module training reimbursement will be subject to Board approval. Food, travel, and all other miscellaneous expenses are the individual's responsibility.

**Squirt-Midget Levels:** BYH will reimburse full registration fee up to **4** coaches per team who are participating for CEP Level 1 – CEP Level 3 training and Level specific module training. The BYH ACE and Vice President must be notified in advance of the names of the individuals that will be attending the training. No additional reimbursement for CEP training or Level specific module training beyond 4 per team will be allowed. BYH will also reimburse the full fees for both SafeSport and NYSAHA Screening for all named coaches, on-ice assistants, managers and locker-room parents. Food, travel, and all other miscellaneous expenses are the individual's responsibility.

**Level 4:** BYH understands the time and effort commitment for our coaches to obtain CEP Level 4 training. As such, BYH will reimburse coaches **pre-approved** to attend the Level 4 training by reimbursing for the full registration cost only. Food, travel, and all other miscellaneous expenses are the Coach's responsibility. BYH has a **limited yearly budget** for Level 4 reimbursement and will administer the program such that those Head Coaches that are required by USA Hockey CEP guidelines to obtain Level 4 training are given the priority. All coaches interested in attending the Level 4 clinic must submit in writing to the ACE a brief request outlining their interest in attending the clinic as well how they and BYH will benefit from their attendance. The Coaches Development Committee will review the request and, if approved, the Vice President will make a motion to the Board to approve the request. The final decision to reimburse a Coach is at the Board's discretion and Coaches should not register or attend the clinic prior to final Board approval.

**Level 5:** BYH currently does not support Level 5 reimbursement.