

# SUDBURY MINOR HOCKEY ASSOCIATION

## TEAM GUIDELINES



### TEAM EXPECTATIONS

#### Dress Code

**Players** will follow the dress code that has been agreed to by team staff and parents, for all games and tournaments. The game dress code may include team shirt; team pants; dress pants, shirt and tie, and jackets.

**Coaches and Support Staff** will wear appropriate clothing to the rink at all times. In game situations, they will follow their league dress code. For practices, they must refrain from wearing any clothing that promotes alcohol, drugs, bullying or gang affiliation. Teams that have coaches and support staff violate the dress code are subject to sanctions.

#### Practice and Game Readiness

1. The coaching staff expects the players to be ready and prepared to go on the ice at scheduled times. Generally, coaching staff expect the players at the rink approximately 60 minutes before game time and preferably 30 minutes prior to scheduled practice times. This will leave the staff adequate time for pre-event preparation.
2. Subject to the discretion of Team staff, parents are not allowed in the dressing room before or after games.

3. Two members of the team staff will be in the dressing room or within the vicinity of the players at all times.

### **Equipment**

1. In order to ensure readiness for competition or practice players are responsible for ensuring their skates are always sharpened, and that they arrive with all the required equipment so they can participate safely. It is recommended that all players have 2 hockey sticks available at all games and practices.
2. Players will wear equipment assigned to them by the team, including game socks and jerseys. Game socks will not be worn at practices. Players are to bring both team jerseys to all games. Players are to bring their practice jerseys to all practices.
3. Players and coaching staff will not be allowed on the ice without helmets and proper protective equipment. Helmets must be CSA certified and adhere to Hockey Canada's policy related to helmets. NOHA mandatory mouth guard (intra-oral) policy is in effect and is an important part of a player's equipment.

### **Ice Time**

The coaching staff is responsible for delegating ice time. During normal play, the staff will balance ice time according to game flow. In certain situations, ice time will be dependent on player's discipline/behaviour during game and practice times. The coaching staff will adhere to fair ice time practices, but reserve the right to alter that format based on player discipline/behaviour and game situations.

### **Budget & Fees**

SMHA sets player registrations fees for the different divisions each year. Individual teams increase/adjust the base fee costs to cover their projected team budgets for tournaments, ice time, team wear, transportations costs, etc. SMHA players' registration fees and insurance must be paid by October 1<sup>st</sup> and all cheques made payable to the Sudbury Minor Hockey Association, or E-transfer to [smha@sudburyminorhockey.ca](mailto:smha@sudburyminorhockey.ca) will also be accepted. Individual team fee costs will be due at a time as directed by the coaching staff.

All team managers must submit a budget by October 31<sup>st</sup> to SMHA. Two financial statements must be submitted to SMHA and parents or guardians by January 15<sup>th</sup> (cut-off December 31<sup>st</sup>) and a final balance and income and expense statement by April 15<sup>th</sup> of each hockey season.

If a team does not hand in the financial statement, no parent or staff members will be eligible for a vote at the annual meeting and coaching staff applications may be subject to review or suspension for the upcoming season. All team financial statements must be made available to the respective team's parents and/or guardians twice per year.

## Tournaments

All houseleague teams will only be allowed to attend two (2) out of town tournaments per season. Out of town means more than 100km from the SMHA office at 1127 Bancroft Drive.

## Code of Conduct and Guidelines

In order to help SMHA achieve our team objectives we have outlined a few simple rules and guidelines that we believe will ensure that everyone is treated equally.

- 1) SMHA plans on continuing to stress that our players develop fundamental skills that will make them better well-rounded players and individuals. Focus will be on skill development and the technical components of the game with an emphasis on allowing the players to be creative and ultimately make the best team decisions on the ice as a result of the teaching they have received from their coaches.
- 2) Dry-land training may be introduced to the players on our teams. Dry-land training should be limited to one – two sessions per week during the course of the hockey season. Dry-land sessions will focus on team building, plyometric training, cardiovascular endurance, strength training and nutrition. **All dry-land programs must be designed and conducted by a qualified sports trainer and/or associated business facility.**
- 3) Players, parents and team officials shall demonstrate respect for one another. Players, parents and team officials shall show respect for game officials at all times. Any player receiving a penalty must go directly to the penalty box.
- 4) Along with the player's obligations outlined in the coaching staff and player agreement, the following behaviours will not be tolerated and will be dealt with accordingly:
  - Swearing or talking back to officials or coaches
  - Ridiculing or verbally abusing other players
  - Visible signs of poor sportsmanship (i.e. slamming sticks, throwing equipment, etc.)
  - Selfish play
  - Disruptive behaviour in practices or games (i.e. shoving, pushing, etc.)
  - Hitting from behind
  - Deliberate intent to injure a player or game official
- 5) SMHA has adopted a 3 step procedure to address players that do not follow club rules.

**Step 1:** If a player misbehaves in the dressing room, on the players' bench, on a bus, during practice, dry-land session and/or game, their actions shall be addressed by team staff.

**Step 2:** If the player continues to act inappropriately, the player and parent shall meet with team staff in an effort to resolve the situation.

**Step 3:** If these steps fail to provide an acceptable resolution, the player and parents will be asked to meet with the SMHA Convenor and/or VP-Hockey Operations.

Forms of discipline may include: loss of ice time during competition, prohibition from participating in team events, ice-time reduction, and suspension. Players and parents/ guardians must be aware that discipline may be implemented at any of the above steps based on the seriousness of the offence and may be accelerated depending on the circumstances and severity of the misconduct. Should a player or parent/guardian behaviour become intolerable and jeopardize team chemistry or safety, a player release may be issued by the association.

- 6) Parents/guardians are responsible for getting the player to scheduled practices and games. The penalty for not attending practice or games, with no reasonable explanation to team staff members, is served by the player.
- 7) Illegal drugs and alcohol use by players is strictly prohibited and will be severely dealt with by SMHA. Alcohol consumption by parents/guardians on team bus trips is also prohibited as per Hockey Canada policy. Bantam and Midget players will be required to attend a drug/alcohol awareness session when offered. Please review the SMHA Drug and Alcohol Policy in its entirety in the SMHA Code of Conduct.
- 8) No parents/guardians or relatives are allowed at ice level proximal to bench areas during practices and games as it is a distraction for the players. In exceptional circumstances Team Staff has the discretion to allow parents/guardians or relatives near ice level proximal to bench areas
- 9) SMHA has adopted the 24-hour rule. This means if there is a problem a parent/guardian or player that wishes to discuss an incident with a Team Staff member, it is too occur only after a 24 hour period has passed. Please avoid discussions in front of other players or parents shall be avoided at all costs; voice your concerns privately. The first line of communication shall be through the team manager. The manager will bring relevant issues to coaching staff should it be warranted.
- 10) The manager shall have an “open door” policy and will be available to address issues as required providing the issue is presented in a respectful and thoughtful manner. It is understood that the 24-hour rule will apply as deemed necessary. If the issue cannot be resolved with the manager or coaching staff, the SMHA Division Convenor and then the VP-Hockey Operations will be consulted and appropriate action will be taken.
- 11) Team communications will generally be relayed via e-mail, work or home, as provided by the parent/guardian. If this is not possible, a phone number with answering machine/service in order to leave a message is reasonable. If responses are required, it is expected they will be returned in a timely manner and by dates requested. Team web sites may also serve to provide team information as a third resource.

- 12) While parent coaching may be helpful, it sometimes is not in line with the staff's philosophy or team system; you may tell your child one thing while the coaches want him/her to be doing another, this type of situation is stressful on the child and not productive. Please allow the team staff to conduct their work.
- 13) Confidential coaching staff evaluations will be distributed by team managers twice during the season (November and February) for the purpose of providing feedback from the player and parent perspective to the Association. Information conveyed through the survey process will have ideally already been discussed with the coaching staff during the season. This information will assist in facilitating an open line of communication and for the purpose of further development of the SMHA program and is not intended as a venue for handling complaints.
- 14) SMHA strives to cultivate a positive, respectful type environment during every hockey season and we encourage any positive feedback and opinions on any issues associated with the improvement of the players and organization during the course of the season.



**AGREEMENT BETWEEN:  
THE SMHA COACHING STAFF & PLAYER**

As a player for the SMHA Hockey Team, you have:

- The right to be treated fair and with dignity
- The right to qualified adult leadership
- The right to play hockey as a child, not as an adult
- The right to play hockey in a safe and healthy environment
- The right to learn the basics of hockey
- The right to have fun

**PLAYER'S OBLIGATIONS**

Hockey is important, but your family, education and homework have to be your most important priorities.

Play the game because YOU want to and not for anyone else. It has to be fun!

Follow the "THE FAIR PLAY" program.

**Fair Play Encourages All Players On All Teams To Be Competitive As Possible, But Within The Rules.** This means you will listen to instructions from coaches in practices and games.

- Encourage and support your teammates both in victory and defeat.
- Never criticize or argue with a referee or linesman.
- No swearing, fighting or horseplay at any time during practice or game.
- Treat your teammates and your opponents with respect. Never try to injure or bad mouth another player.
- Notify the manager or coach in advance if you will miss a practice or game.
- Arrive at team imposed practice and game schedules and always be in dress code for games.
- Dressing rooms are to be kept clean. Clothes are to be hung up, bags tucked under the benches and hockey sticks placed at the door. All tape and garbage is to be put in the garbage container.

**DO NOT THROW ANYTHING AROUND THE DRESSING ROOM.**

**COACH'S OBLIGATIONS**

To treat all players fairly

To arrive at practices and games prepared.

To teach not only the game of hockey, but also provide a positive experience to assist in each player's physical, intellectual, social and emotional development.

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PLAYER'S SIGNATURE

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COACH'S SIGNATURES

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PARENT'S SIGNATURE

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DATE