



Centre Hastings Minor Hockey Association

www.centrehastingsminorhockeyassociation.ca

Mission Statement, Codes of Conduct and Operating Principles

*the CHMHA abides by all rules
and regulations of the OMHA

www.omha.net

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Introduction

Welcome to Centre Hastings Minor Hockey!

The CHMHA is proud of the programs that have been built to support the growth of minor Hockey in the Centre Hastings area. This booklet was created by the CHMHA executive in order to share its mission statement, operating guidelines/policies and Codes of Conduct with all stakeholders. Our goal is to provide the best hockey experience possible for everyone involved in minor hockey, in our centre.

As you read through the material contained in the booklet you will find that parts of the document are of a general and philosophical nature. These portions are intended to give all participants a clear understanding of behavior and conduct expectations while experiencing hockey with the CHMHA. In whatever capacity you are involved, we ask that you promote positive interactions and experiences for yourself and others, in our centre.

Your CHMHA executive realizes that some situations may arise that require flexibility, patience and understanding. It is in these instances that we ask all participants to support the executive as we work our way towards solutions. Be assured that when these examples of special circumstances arise, very careful thought will be applied to come up with outcomes that are fair, build goodwill and are beneficial to all concerned. It is the role of the CHMHA executive to act in a manner that is supportive of all of its players and staff.

This booklet should serve as a guide for everyone involved with the CHMHA, we hope you enjoy your experience with us.

Sincerely,

The C.H.M.H.A. Executive



Centre Hastings Minor Hockey Association

Mission Statement/Guiding Principles Sub Committee

Mission

To promote and deliver excellence in hockey programming, the CHMHA will strive to deliver a positive experience for all stakeholders. Athletes will be given the opportunity to develop into skilled players and positive, respectful community members.

Principles

In pursuit of this mission, the Centre Hastings Minor Hockey Association strives to become an excellent system, a system that has:

- Members and the greater community working together toward developing young athletes
- A commitment to excellence through growth and improvement
- To place importance on instilling a sense of ambassadorship in players for their association and for the sport.
- Stakeholders involved in creating and implementing the association's mission
- Personal interactions which are respectful, cooperative, positive and mutually supportive
- Timely, open, two way communication with all stakeholders



CHMHA Fair Play Codes for Players

As a player in the Centre Hastings Minor Hockey Association, I agree to abide by the following Fair Play Codes;

- I will play hockey because I want to, not just because others or coaches want me to.
- I will play by the rules of hockey, and in the spirit of the game.
- I will respect my opponents.
- I will control my temper – fighting and mouthing off can spoil the activity for everyone. I will never curse or use foul language.
- I understand that team performance goals take precedence over individual goals. I will do my best to be a true team player.
- I will remember that winning isn't everything; that having fun, improving skills, making friends and doing my best are also important.
- I will acknowledge all good plays / performances – those of my team and of my opponents.
- I will respect the CHMHA's zero tolerance policy with respect to alcohol, tobacco, vaping and other illicit drugs both at the rink and at any event associated with CHMHA.
- I will not use my cell phone or other electronic devices with camera or video capabilities in the dressing room.
- I will respect the CHMHA Code of Conduct when using social media.
- I will remember that coaches and officials are there to help me. I will accept their decisions and show them respect.
- Infractions of the Code of Conduct will be subject to investigation and discipline when required. See Page 14 Formal Investigation and Resolution.



CHMHA Fair Play Codes for Coaches

CHMHA Coaches must accept to work with the guidelines/codes outlined in this document. In doing so, they acknowledge their responsibility to the players they coach and their families, to other colleagues within the sport, and to the Centre Hastings Minor Hockey Association. Procedures are in place to deal with any situation, which could arise, where a coach's application of the 'CHMHA Fair Play Codes for Coaches' may be called into question. Should such a situation occur, it shall be considered in an objective and confidential manner by the CHMHA executive. The following sections set out the overriding principles that coaches are expected to adhere to, so as to ensure that taking part in Grizzly hockey is a positive and worthwhile experience for all. As a coach with the CHMHA, I agree to uphold the CHMHA Fair Play Codes for Coaches. I realize that violation of this Code of Conduct may result in progressive discipline measures being implemented.

As a coach with the CHMHA, I hereby agree to abide by the following Fair Play Codes;

- I will create and maintain a positive environment for all members of my team.
- I will be reasonable when scheduling games and practices, remembering that players have other interests and obligations.
- I will teach my players to play fairly and to respect the rules, officials, opponents and facilities.
- I will ensure that all players get appropriate instruction, support and playing time (Fairness is not sameness. As a coach, I will strive to continually develop the skill of all players.).
- I understand that team performance goals take precedence over individual goals.
- I will not ridicule or berate my players for making mistakes or for performing poorly.
- I will remember that players play to have fun and must be encouraged to have confidence in themselves.
- I will make sure that equipment and facilities are safe and match the players' ages and abilities.
- I will respect the CHMHA's zero tolerance policy with respect to alcohol, tobacco, vaping or other illicit drugs for both myself and my players both at the rink and any event
- I will ensure my bench staff and players do not use cell phones or other electronic devices containing photos or video capabilities in the dressing rooms.
- I will ensure all use of social media adheres to the CHMHA code of conduct.
- I will remember that participants need a coach they can respect. I will be generous with praise and set a good example.
- I will obtain proper training and continue to upgrade my coaching skills.
- I will work in cooperation with both on and off ice officials for the benefit of the game.
- I will strive to use motivation over intimidation in my methods for developing players.

Infractions of the Code of Conduct will be subject to investigation and discipline when required.
See Page 14 Formal Investigation and Resolution.



Centre Hastings Minor Hockey Association

PARENT CODE OF CONDUCT

Centre Hastings Minor Hockey Association has agreed to a request from the Ontario Minor Hockey Association to institute a written code of conduct for parents registering in our centre. The CHMHA recognizes the need to support our volunteers and set a minimum level of expectations for the parents of the players involved in our system. The code of conduct is intended to establish a policy that will return a level of mutual respect to the game. The full code of conduct can also be found on the CHMHA web site (CHGrizzlies.com). Failure abide by the code of conduct will result in a warning. Repeated breach of the code may result in suspension from team events.

24 Hour Rule: *I agree that, unless it is an emergency, I will not discuss any concerns from a game, practice or team event with any member of the team staff for a period of 24 hours after the game, practice or team event.* In addition, I will review the issue with my son/daughter and then if I feel it needs to be addressed, I will approach the head coach and respect the process that is in place for the resolution of team issues.

Bench Policy: *I will not approach the bench during or at the conclusion of a game, skills or practice session.* If my child is injured I will await instructions from the trainer who is certified and equipped to deal with the situation.

As a parent I acknowledge and respect the relationship and commitment my son/daughter makes to be a member of a team. I realize and understand that my son/daughter needs to adhere to the values and goals of their coach and the Centre Hastings Minor Hockey Association in order to learn individual and team skills. As a role model for my son/daughter I agree to conduct myself in a manner that will allow the values and goals of the team and the organization to be achieved. The code of conduct has been created to guide parents to achieve a level of mutual respect that will allow all sports participants to enjoy the full benefit of the events.

PARENTS ACKNOWLEDGE AND WILL FOLLOW AS LISTED BELOW:

1. Treat everyone fairly within the context of his or her role in the activity, regardless of gender, place of origin, race, sexual orientation, religion, political belief or economic status.
2. Ensure that comments or constructive criticisms are provided to the team or Association to encourage improvement.
3. Support the CHMHA's zero tolerance policies by: a) not publicly criticizing players, coaches, officials, volunteers and other parents. b) not being under the influence of alcohol, or any illegal drug while in the presence of the athletes at events including at the rink or other events associated with CHMHA, c) supporting CHMHA in enforcing the zero tolerance policy with respect to player's use of tobacco, alcohol, vaping, or use of other illicit drugs while at the rink or any other event associated with the CHMHA d) not using profane, insulting, harassing, or otherwise offensive/derogatory language.
4. Communicate promptly and completely with training staff regarding diagnosis by registered medical practitioners treatment and management of the athlete's medical and psychological problems. Consider the athlete's future health and well being foremost when making decisions regarding a time frame for return to playing or training.
5. Understand that team performance goals take precedence over individual goals.
6. Treat opponents and officials with due respect both in victory and defeat, and encourage athletes to act accordingly.
7. Actively encourage athletes to uphold the rules of their sport and spirit of the rules.
8. Discuss all concerns with team staff in a responsible, respectful and open-minded manner.
9. Support the CHMHA to enforce no cell phones or electronic devices with photo or video capability in the dressing room.
10. Ensure all use of social media adheres to the CHMHA Code of Conduct.

Infractions of the Code of Conduct will be subject to investigation and discipline when required.

See Page 14 Formal Investigation and Resolution.



CHMHA Executive Code of Conduct

- **Basic Code of Conduct** – Executive members must consider elements that shape the system and make decisions based on data which aim to meet the needs of the general membership.
- **Financial Prudence** – All members of the Executive committee must make financial decisions which fall in line with the best interests of the majority of its membership.
- **Protection of Confidential Information** – Executive members must protect the personal information of its members. Disclosure of personal information may only occur with written consent from all parties involved.
- **Public Statements** – Executive members must be aware that when they speak publicly about Minor Hockey matters, their message can be construed as being official messages from the Executive.
- **Conflicts of Interest** - Executive members should avoid any situation involving a conflict, or the appearance of a conflict, between their personal interests and the performance of their official duties. If such scenario arises, they must inform the Executive and remove themselves from the scenario.
- **Ethics** – Executive members must recognize that in taking their role on the committee, they must abide by all aspects of the CHMHA Code of Conduct. Each member must work towards ensuring that all other members/stakeholders abide by them also, by modeling appropriate actions.
- **Open Communication** – Executive members must strive to openly communicate its mission, Code of Conduct, and decisions made to the entire membership when possible.
- **Commitment** – Executive members will do their utmost to fulfill their role and endeavour to contribute to committee as a whole. Members must also facilitate, and be active members of, teams working together to reach common goals.
- **Support Role** – Executive members must recognize that they are the vital support persons for all stakeholders within the CHMHA and must endeavour to fulfill this role.

Infractions of the Code of Conduct will be subject to investigation and discipline when required. See Page 14 Formal Investigation and Resolution.



Grizzly Team Selection Process

All players will be assessed during try-outs on their ability to perform at the highest level as part of a Centre Hastings Grizzlies team. They must meet acceptable performance criteria and any standards set by team coaches and selectors. Try-out results will be posted in arena lobbies for parents and players to view.

Here are some key elements that will be looked for during the player selection process:

Technical Ability/Skill

Players' ability to perform hockey related skills at optimum levels.

Game Knowledge – Tactical Ability

Framework for this includes areas like reading the play, off the puck involvement in the game, on ice decision making and positional flexibility. Ability to absorb and apply information provided by coaching staff is also critical as is the ability to play roles within the framework of the team's playing style and game plan.

Competitive Ability

Framework includes; mental toughness & strength, temperament, determination, commitment, performing in adverse conditions, coping with setbacks/criticism and persistence.

Attitude

Individual shows correct application in training and competition. Attendance, commitment and ability to work cooperatively with others are all good indicators of a proper hockey attitude.

Team orientation

Athlete shows the ability within a team sport, to fit in and influence the team/line in a positive manner.

Communication

Athlete shows the ability to communicate positively with teammates and is open to suggestions from coaching staff regarding performance improvement. Athletes should be able to verbalize ideas, concerns or thoughts regarding coaching and team issues in a calm, mature and non-emotive manner, to allow for positive interactions.



Grizzly Team Selection Chart

Team: _____ **Date:** _____

The team selection process is a difficult and challenging time for everyone involved. We ask that all parents/guardians please wait 24 hrs before discussing player selection with coaches and coaching staffs. The CHMHA is proud of all of its athletes and will work hard to create competitive teams at all levels. No matter where your son or daughter ended up after the selection process, our programs aim to support the growth and development of all players.

Every challenge or failure represents an opportunity to learn and improve so no matter how you do, stay positive and keep up the good work!

The following players have been selected to move on to the next step in the selection process;

☐ If this box is checked off, this list represents the final roster for the _____ team, thanks to everyone who try-out, keep up the great work!

☐ Next ice time for the;
First Entry team (A): _____
Second Entry team (AE): _____



C.H.M.H.A. Fundraising Policy

The CHMHA is a non-profit organization that relies on fundraising initiatives to subsidize the costs of the activities associated with its programs each year (e.g. ice time, equipment costs, power skating programs, publicity etc). These events require the involvement and commitment of many Centre Hastings community members, groups and businesses and therefore require a great deal of planning and follow through. The following fundraising activities are examples of initiatives that have been employed by the CHMHA Executive to raise funds in the past;

- annual CHMHA Golf Tournament
- fall raffle
- individual donations
- 50/50 draws
- poker night
- Nevada tickets
- ATV raffle

In the event that budget shortfalls are anticipated during any given year, the CHMHA Executive reserves the right to initiate additional fundraisers to help avoid financial deficits for the association. In order to ensure that all stakeholders benefit from fundraising initiatives and that these activities consistently support the system as a whole, teams wishing to raise additional funds must abide by the following guidelines;

1. Individuals and/or teams must complete the CHMHA Fundraising Application Form (attached) and return it to the Fundraising Coordinator for approval.
2. **25%** of all profits generated by the event (over actual costs) must be returned to the CHMHA for the purpose of supporting existing programs and initiatives.

Tournament Fundraising:

All Tournament fundraising must not begin earlier than 1 month before the date of the tournament. The draw date must be no later than the actual date of the tournament. Each team may keep the proceeds from fundraising undertaken at their home tournament without completing the Fundraising Application Form.

Post Season Fundraising:

All fundraising in the post season will follow the normal CHMHA guidelines until a team has earned a spot in the final round. Once a team has made the finals of its division, they are entitled to fully utilize the proceeds of fundraising efforts to help offset travel costs etc.



Centre Hastings Minor Hockey Association Fundraising Application Form

Please complete the following application and return it to the CHMHA Fundraising Coordinator prior to undertaking any additional fundraising activities for individual teams. Also, please ensure that you have discussed all planned activities with your team's coach prior to submitting the application form to executive.

Team interested in conducting additional fundraising:
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Name of person(s) submitting application:	Contact Phone number:
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Description of proposed fundraising activity:
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The _____ team agrees to provide **25%** of net profits from this fundraising activity to the CHMHA Grizzlies.

Signature of Applicant

Signature of Fundraising Coordinator



CHMHA Exceptional Player Status Policy

OMHA Regulation 3.6 - Player Request to Play at Higher Level

Proper age category and exceptional player status

A representative team player shall play in his proper age category. The proper age is defined as the age the player will attain on or before December 31st in that playing year. Players may be advanced only by approval of the Centre Hastings Minor Hockey Executive, and then only when that player is deemed “exceptional” in skills and development.

CHMHA Exceptional Player Criteria

The following does not apply to players trying out for Novice level hockey as according to OMHA policy, it only has one year of eligibility. Due to registration numbers within the association, past practice in the CHMHA has required 7 & 8 year olds to try out for the Novice A team in order to roster two competitive teams at that level.

In order to ensure optimal player safety and team strength at all levels, the CHMHA reserves the right to abide by the following guidelines if a player requests to try-out for a higher level than their proper age category. In order for a player to be deemed as “exceptional” by the CHMHA, they must;

- continue to attend tryouts in his/her own division while being evaluated
- be granted a minimum of two try-out sessions at the higher level
- be evaluated by an independent evaluator(s) who will be selected by the coach & the coaching coordinator (from a list that has been pre-approved by the CHMHA executive)
- be evaluated as one of the top 3 players on the ice/team

If all of these conditions have been met, the CHMHA Executive will have final say on granting players permission to play at a higher level than their proper age category.

Factors to be considered;

- number of players on the player's age appropriate team and the level of that team
- number of players on the team the player is attempting to make and the level of that team
- Coaches on both teams will meet with the Executive to share their insights and information (ie: competitiveness of teams, concerns etc.)



Centre Hastings Minor Hockey Association Reporting Code of Conduct Concerns

The Centre Hastings Minor Hockey Association executive believes that all stakeholders have the right to respectful interactions within its programs. The CHMHA strives to demonstrate personal interactions that are respectful, cooperative, positive and mutually supportive in order to create a welcoming and safe atmosphere for everyone. The CHMHA executive is committed to the implementation of measures and procedures to report and deal with incidents and complaints of Code of Conduct infractions. All members of the CHMHA executive are accountable for complying with this procedure, and maintaining the best environment for our young athletes. This procedure applies to all persons associated with Centre Hastings Grizzly hockey, namely; players, parents/guardians, team officials, referees, executive members and other users such as members of community support agencies, and volunteers. This procedure also covers bullying, harassment, abuse or objectionable behaviour by such persons which is proven to have repercussions that adversely affect the ability of the executive to meet the needs of its athletes.

Reporting Complaints

All those who are covered by this procedure have a right to report Code of Conduct concerns and are entitled to have access to the dispute resolution processes. Every attempt should be made to resolve matters through an informal resolution. The first step is to inform the individual that his/her behaviour is unwelcome and must stop immediately. Many disputes can be resolved quickly and effectively using this approach. A speedy resolution of a complaint can prevent escalation and further negative consequences while promoting restoration of a healthy/positive environment for all. In order to stop unwanted conduct, executive personnel must address and attempt to resolve disputes in a timely fashion.

Procedures

These procedures provide a mechanism for dealing with complaints of bullying, harassment, abuse and objectionable behaviour occurring during CHMHA sanctioned events. Nothing in these procedures denies or limits access to other avenues of redress available under the law (ie: Criminal Code of Canada, Ontario Human Rights Code etc). Individuals who believe that they have been subjected to such conduct may report their concern(s). In addition, those who have witnessed bullying, harassment, abuse or objectionable behaviour directly, or have reasonable grounds to suspect that it is occurring, may initiate a report. Anonymous reports and third party disclosures will be reviewed at the executive level in order to decide what course of action might be warranted.

Timelines

All reports must be filed within one month of the most recent instance of alleged misconduct. Informal complaints outside this time frame may be considered by consulting the CHMHA President or appropriate executive member.

Confidentiality

It is the duty of the executive personnel to maintain confidentiality in the complaint process. All complainants, respondents and other persons involved with the complaint processes under these Procedures will ensure that all matters remain confidential. Witnesses should be informed that executive personnel, in obtaining a statement, will maintain said statement in confidence, subject to their ability to conduct a full and thorough investigation. Notwithstanding the above, procedural fairness requires that the respondent to a complaint be apprised of the nature of the complaint and by whom it has been made so that they have an opportunity to speak to the charges.

Initiating a complaint

Stakeholder complainants should contact an executive member and submit form (G -12) to report their concern(s). If the executive member is the party alleged to be responsible for the concern or alleged to condone the behaviour, the complaint should be reported to another member of the executive or directly to the President.

Misuse of complaint procedures

If there is a determination on a balance of probabilities that a complaint has been filed in bad faith, the complaint process may discontinue and disciplinary action may occur.

Respondents to a complaint

Individuals who are named as respondents in a complaint have a right to know in a timely manner that they are the subject of a complaint, who the complainant is, what the allegations are and what approach to a resolution is being considered. In particular, a respondent has a right to know the specifics of an allegation, including times, dates and alleged conduct. Respondents will be given a copy of the complaint form and given time to prepare a full and complete response to the allegations.

Attaining Resolution

Informal resolution is a process that provides an opportunity for parties to resolve a dispute mutually in a respectful manner. The CHMHA encourages executive personnel, as well as team representatives, to first attempt informal resolution as a means of resolving issues.

When an informal complaint comes forward, the appropriate executive member is to ensure that an informal investigation has taken place, and that discussions have been facilitated. Executive personnel, as well as team representatives may facilitate an informal resolution by:

- suggesting that the complainant confront the problem by making it clear to the individual alleged to have engaged in the misconduct that their behaviour is not acceptable and by obtaining a commitment that the behaviour will stop;
- informing the individual of the complainant's concern regarding the alleged behaviour and the CHMHA's expectation for appropriate behaviour;
- providing the individual with a copy of the CHMHA's Codes of Conduct;
- obtaining a commitment that the behaviour will stop; and
- following up with the complainant to ensure that the behaviour has stopped.
- If the investigator finds any of the three following points, then the complainant will be advised that no further action will be taken to investigate the complaint:
 - would not, if true, meet the definition of harassment, objectionable behaviour, or breach of the CHMHA's Code of Conduct;
 - does not provide sufficient details of the alleged behaviour (provided the complainant is given notice that insufficient details have been provided and given reasonable time to provide sufficient details); or,
 - is frivolous or trivial, has not been made in good faith or would, if investigated, constitute an abuse of the procedure.

Formal investigation and resolution

Formal complaints or infractions of the CHMHA Code of Conduct require an investigation of the complaint allegations or reported infraction. Investigators will most often be appropriate executive members or non-members (who have experience in dispute resolution or human resources such as police officers, judges or lawyers etc.) (minimum of two) as chosen by the President.

In a Formal Investigation, executive personnel who conduct the investigation shall ensure that the following steps are taken as soon as possible:

- a. take appropriate measures to ensure the safety of the complainant;
- b. notify the complainant(s), the respondent(s) and witness(es) that they are entitled to support throughout the process;
- c. ensure that the respondent(s) have a copy of the complaint;
- d. interview the complainant(s) and/or the third party reporting the complaint;
- e. inform the respondent(s) of the allegations and provide an opportunity for response;
- f. interview the respondent(s);
- g. interview witness(es);
- h. come to conclusions about whether a specific incident did or did not occur based on a balance of probabilities; (the question of whether behaviour is objectionable will be assessed using objective standards)
- i. provide written summary of the findings and conclusions to the complainant and to the respondent and give them an opportunity to respond to same; and
- j. take appropriate action(s) to resolve the situation.

If the respondent declines to participate in the formal investigative process, the investigation shall proceed. The respondent should be encouraged to participate in the interest of a balanced and fair process.

Disciplinary actions

Player, parent, coach or executive respondents :

The President or appropriate executive member shall impose discipline as appropriate and consistent with the circumstances.

The principles of progressive discipline will be applied in dealing with disciplinary actions under this procedure. These would include the following possibilities:

- verbal warning;
- written reprimand;
- suspension from CHMHA programs and activities;
- dismissal from CHMHA programs and activities.

Other user respondents ;

Actions must be determined as appropriate for the individual situation and may include such responses as a letter of disapproval and warning, a revoking of permits or contracts, an issuing of a trespass warning, or other remedies as provided by the common law and/or the appropriate legislation.

Mediated resolution

Mediation involves an unbiased third party acting as a facilitator in direct communication between the parties who voluntarily agree to enter into this process. It is an opportunity to resolve disputes in a respectful manner. It provides the opportunity to generate a variety of options for resolution and contributes to restoring the positive/civil relationship between the parties. Mediation will only occur if the CHMHA executive agrees to use this as an option in resolving a particular dispute. Mediation is appropriate when all parties agree that a mutually agreeable solution is achievable and desirable. The investigator will request approval to mediate or obtain a mediator from a CHMHA approved list when the parties have expressed an interest in a mediated resolution. In cases where mediation is sought, the President or designate shall recommend mediators who are acceptable to both parties. Meetings required for mediation sessions shall be scheduled as soon as possible and, where practical, in a time and place convenient for the complainant, the respondent and the mediator.



Centre Hastings Minor Hockey Association G-12 - Code of Conduct Concern Form

The CHMHA executive is committed to the implementation of measures and procedures to report and deal with Code of Conduct infractions. Please ensure that you have read and understood the *Reporting Code of Conduct Concerns* section in the CHMHA Booklet. Every effort should be made to resolve issues through informal resolution before moving to the formal investigation process. If you have read the above mentioned information and would like to have your concern(s) dealt with in a formal manner, please complete the following sections. All written concerns will be investigated and responded to by the CHMHA executive.

Name of complainant

Phone number

Date

Respondent's Name

Level

Team Coach

Reason for concern (please use the reverse side of this page if needed):

The C.H.M.H.A. executive will review this concern and respond to you asap.

For C.H.M.H.A. use



Centre Hastings Minor Hockey Association Financial Support Request Form

The CHMHA is a non-profit organization that relies on the support of volunteers, as well as numerous fundraising efforts within the Centre Hastings community, to keep its' programs affordable for the families involved. Each financial support request will be reviewed by the CHMHA Executive on an individual basis and families will be contacted as soon as possible with feedback and/or suggestions.

_____	_____	_____
Parent/Guardian Name	Phone number	Date
_____	_____	_____
Player's Name	Level	Team Coach
_____	_____	_____
Player's Name	Level	Team Coach

Reason for request:

The C.H.M.H.A. executive will review this request and reply to you asap.

For C.H.M.H.A. use



Centre Hastings Minor Hockey Association Pre-Novice Program Guidelines

The Grizzly Way!

Centre Hastings Minor Hockey has experienced tremendous success in recent years. The Grizzlies have claimed several league and OMHA playoff titles which are clear representations of the commitment by all stakeholders to our programs. We continue to produce top notch players who contribute much both on the ice and off. We, as an Executive, believe this would not be possible without the commitment of our young athletes, their parents, and their coaches. The CHMHA continues to review its programming in a meticulous manner on an ongoing basis, to ensure that this upward trend continues.

CHMHA Mandate

The CHMHA offers only representative hockey at Novice and above. With this in mind, it is important that all stakeholders (players/parents/coaches) have a keen understanding of the development that is necessary for our athletes to be competitive and reach their full potential. The foundation for this begins the moment the player steps on the ice in our Introductory Program (IP). While we are keenly aware that children develop both emotionally and physically at different levels/rates, it is very important that the programming they are provided with meets the following criteria:

1. It should be age appropriate.
2. It should challenge each athlete.
3. There should be a balance between individual skill development (skating/stick skills) and hockey development (rules/competition/strategy/positioning).
4. A positive environment will be fostered.
5. It has to be fun (for the kids and coaches)!

Hockey Canada Template

The CHMHA adheres to the guideline of Hockey Canada's IP model – The Long-Term Development Model (LTDM). It is important to note that this is a guideline and that in some cases variations may occur due to either slowed or advanced physical and emotional development of individual kids. We must also take into account registration numbers of kids aged 2-8 in our association when making decisions.

Role of the IP Coordinator

As per Hockey Canada Regulations, Centre Hastings Minor Hockey has an IP Coordinator to lead and facilitate its program below Novice (pre-Novice). This is an elected, volunteer position – a position which is vital to the success of the Grizzly system. The IP Coordinator position includes the following responsibilities:

1. Selection of coaches for all tyke teams.
2. Work with head coaches to fill remaining roles on the each staff.
3. Ensure that the Head Coach of each team has taken the CHIP course. Roster individual teams to best meet the current needs of the players and the Centre.
5. Complete ongoing, informal evaluations of all players Novice and below.
6. Place all participants on appropriate teams, which will best aid in their development.
7. Continuously monitor the development of all participants (including staff feedback in the process).
8. Place players on teams at any point throughout the season (based on current level of readiness and team needs).
9. Assist team staff with scheduling needs (includes tournaments, exhibition games, and Leo League games).
10. Meet with IP staff to answer any questions or concerns that may arise and also act as a mentor for new coaches to the Grizzly Association.

Role of the IP Coach

Our IP Program is the foundation of our success within the CHMHA. Therefore, the coaching decisions made at this level are arguably the most important in our system. With that said, finding the right people to lead these programs is of paramount importance to the IP Coordinator. Centre Hastings IP Coaches will have the following job description:

1. Be committed to the CHMHA and its most important stakeholders – the kids!
2. Work diligently with the IP Coordinator to ensure optimal programming is achieved.
3. Obtain any necessary qualifications deemed necessary for the role of head coach.
4. Select a committed staff to serve in all roles on the team (assistant coach, manager, trainer, on-ice helpers).
5. Promote the goals and standards of the CHMHA.
6. Abide by the Codes of Conduct of the CHMHA.
7. Be positive members of our hockey community and support CHMHA initiatives.
8. Understand that decisions may need to be made at the system level for the betterment of the entire association.
9. Attend knowledge building sessions sponsored by the CHMHA.
10. Be familiar with Hockey Canada's LTDM.

Practice, Practice, Practice!

The OMHA ratio for practices to games is 3:1 at the IP level. Games will commence Dec. 1 for Senior IP and after Jan. 1 for Junior IP and Introductory kids. Both groups can play a maximum of 12 games and participate in 2 tournaments. However, at this level practice is of utmost importance! All practices should be planned effectively and the goals of each practice (as well as the overall development plan itself) should be communicated to assistant coaches and on-ice volunteers.

A typical practice may include (but is not limited to):

1. Warm-up (5 min.)
2. Skating skill development (15 min)
3. Individual hockey skill development (15 min.)
4. Team skill development (5 min.) and
5. A fun activity (5 min.)

The CHMHA Coaching Coordinator has additional coaching materials and resources available upon request.

In closing, the CHMHA believes that our IP Program is the root of our success and we will continue to strive to achieve optimal programming at this grass root level. We are also committed to our volunteers and their development as coaches and are indebted for their significant volunteer commitment. Please help us deliver the best IP Program in Eastern Ontario for the people who matter most, our kids!

Go Grizzlies!



Centre Hastings Minor Hockey Association

Coaching Selection Process

In any given year;

- Coaching applications shall be made available by the 1st of April by the Coaching Coordinator.
- Coaching applications shall be submitted by potential candidates to the Coaching Coordinator by May 1st.
- Head coaches will be selected by the CHMHA Coaching Coordinator and CHMHA executive by June 1st.
- When more than one applicant is interested in the head coaching position for any individual team, the Coaching Coordinator, in consultation with the CHMHA executive (who will act as an advisory body), will select an appropriate candidate.
- If there is a conflict of interest between a coaching applicant and one or more members of the executive, these individuals will remove themselves from the selection process for that team.
- In situations where there is a possibility for more than one team at a given age level, the head coach of the first entry team will only be allowed to appoint one other member of the coaching staff, until after the team selection process is complete. This additional member must be approved by the Coaching Coordinator and the CHMHA executive.
- Remaining first entry team coaching staffs can be proposed by the head coach after the selection process is complete, additional coaching staff members must be approved by the Coaching Coordinator and the CHMHA executive.
- Second entry and Local League coaching staffs will be selected after the first entry team selection processes are complete. Applicants interested in 2nd entry head coaching positions will be given 3 days following the first entry team selection process to submit verbal or written interest to the Coaching Coordinator.
- The second entry and Local League head coaches will be selected by the Coaching Coordinator and the CHMHA executive, within one week of the completion of the first entry team selection process. The head coach can then propose the remaining coaching staff members for his/her team, who must also be approved by the Coaching Coordinator and the CHMHA executive.