

4.1.4.3.2. RMMHA will endeavor to minimize the amount of player movement within the 'C' program.

4.1.4.4. Dress Code

'C' program athletes are encouraged to wear RMMHA approved track suits (available exclusively from our preferred supplier) when traveling to/from the arena for both practices and games.

4.2. 'A' Program

Philosophy

The focus of the 'A' Program is to build competitive teams comprised of the athletes that have demonstrated the abilities to compete at this level. Athletes selected to compete at this level are expected to strive towards excellence (emotional, physical, behavioral, dedication) in all facets of their life.

Parents should be reminded that athletes in the 'A' Program are being evaluated in a highly competitive environment. All athletes should be prepared to perform at their highest levels from the beginning of 'A' evaluations and continuing throughout the season.

4.2.1. Coach Selection Process

4.2.1.1. It is the responsibility of the VP of 'A' Hockey and the Director of Hockey Development to recruit coaches for the 'A' program.

4.2.1.2. Coaches that do not have a child playing on the team that have been selected to coach may be eligible for a stipend to offset expenses related to coaching the team. These situations will be treated independently and the amount of this stipend will be determined by the VP of 'A' Hockey and approved by the Board of Directors.

RMMHA will fund a pre-determined amount per coach from general revenue, with any remaining amount being incorporated proportionately into the 'A' Program player fee applicable to athletes on that team. RMMHA will manage these payments to the coach.

4.2.1.3. The Coach Selection Committee will be comprised of the Director of Hockey Development, the VP of 'A' Hockey and up to three additional individuals at the discretion of the VP of 'A' Hockey and approved by the President.

- 4.2.1.4. The Coach Selection Committee may choose to interview candidates at their discretion. It may be unnecessary to interview all candidates, therefore some applicants may not be granted an interview.
- 4.2.1.5. The Coach Selection Committee's mandate is to put forth one Head Coach candidate per team.
- 4.2.1.6. For non-parent coaches, the Coach Selection Committee will select candidates to present to the Board of Directors for endorsement.
- 4.2.1.7. Head Coaching candidates that are parents of athletes participating in the 'A' Program will be tentatively placed after their respective athlete has been assigned to a team as determined through the evaluation process. These appointments must be approved by the Director of Hockey Development, the VP of 'A' Hockey, and the President. These candidates must still be brought forward to the Board for endorsement.
- 4.2.1.8. The Board will only reject a recommendation from the Committee in situations where RMMHA becomes aware of significant information (related to the candidate) that conflicts with the image and values of the Association. This will require a two-thirds majority vote.
- 4.2.1.9. Upon appointment, Head Coaches will be expected to provide a comprehensive season plan including a financial budget to the VP of 'A' Hockey and the Director of Hockey Development.

#### 4.2.2. Coach Expectations

RMMHA coaches are expected at all times to be respectful, supportive and committed to our core values of Respect, Desire, and Pride. They are to uphold the bylaws, policies and rules of RMMHA at all times. Coaches and other team officials must also familiarize themselves with Hockey Canada, BC Hockey and PCAHA rules and regulations. There is no excuse for not knowing the rules and regulations. Coaches are role models for our young athletes, and must keep this in mind, regardless of the situation.

- 4.2.2.1. Head Coaches are expected to keep an open line of communication with their parent group at all times. Head Coaches are reminded that they are to behave in a professional, courteous manner at all times, even when others are not.
- 4.2.2.2. Prior to final releases, the Coach must call a team meeting to introduce themselves to the parents and apprise them as to what to expect for the

upcoming season (time, travel and financial commitments, including a detailed team budget).

- 4.2.2.3. It is the coaches' responsibility to develop and implement their season plan to prepare athletes for a successful season.
- 4.2.2.4. Ensure two team officials remain in or near the dressing room at all times when their team's athletes are present.
- 4.2.2.5. Endeavour to improve the hockey skills of all RMMHA athletes and instill in them an attitude of good conduct and sportsmanship.
- 4.2.2.6. Ensure that appropriate fair play guidelines are adhered to as per RMMHA and PCAHA rules & regulations.
- 4.2.2.7. Attend coaching clinics; continually upgrade their Hockey Canada Coaching levels as required by PCAHA, BC Hockey and Hockey Canada.
- 4.2.2.8. Head coaches are responsible for the pickup and return of all practice jerseys and game jerseys assigned by the Association. During the season, to ensure the athletes' uniforms are being treated and cared for appropriately.
- 4.2.2.9. Perform regular equipment checks of athlete and goalie gear.
- 4.2.2.10. Immediately report all suspensions to the Vice President of 'A' Hockey.
- 4.2.2.11. Coaches are not permitted to manipulate their team's game plan and/or prepare athletes specifically for the benefit of hockey scouts and/or Junior team personnel that may be in attendance at a specific game(s).

#### 4.2.3. Team Officials

- 4.2.3.1. Head Coaches are encouraged to select up to three (3) Assistant Coaches, a team Manager, and an HCSP certified Safety Person. These can be from amongst the parent group of their team, or outside the team, if desired. Head coaches are responsible for ensuring that all of these designated team officials obtain the necessary certifications as required by BC Hockey. They are also required to complete a Criminal Records Check (with vulnerable sector check) as per RMMHA policy.

- 4.2.3.2. The Head Coach's proposals for these team officials must be submitted in advance and approved by the VP of 'A' Hockey. This approval must be received prior to communicating to the potential candidates.
- 4.2.3.3. Any team official related to an athlete shall not be appointed until the team roster is finalized. All team officials in the 'A' Program must be approved by the VP of 'A' Hockey prior to appointment.
- 4.2.3.4. All RMMHA coaches and team officials will be required to sign and adhere to the RMMHA Coach Code of Conduct or Team Official Code of Conduct at the start of each season.

#### 4.2.4. Evaluation Format

The evaluation format for each division will be determined by the VP of 'A' Hockey and Director of Hockey Development.

Athletes will be placed in evaluation groups at the discretion of the VP of 'A' Hockey and the Director of Hockey Development.

An athlete who has registered and paid for 'A' evaluations, but misses any or all of the evaluation process will still be evaluated, but with no guarantee of the number of ice times.

#### 4.2.5. Athlete Evaluations

4.2.5.1. All registered RMMHA athletes are welcome to attend the 'A' Program evaluation sessions providing that the athlete has paid the 'A' Program Evaluation Fee (as per section 3.4). Every athlete who aspires to play 'A' Program hockey must attend designated evaluation sessions regardless of what team he/she may have played for the previous year.

4.2.5.2. As part of the athlete's registration, the athlete must indicate their desired position of play (Forward, Defense, or Goalie). Any requests to change the desired position of play must be forwarded to the VP 'A' of Hockey and the Director of Hockey Development prior to August 1<sup>st</sup> of the current year.

Note: as of publication of this document Hockey Canada's registration system allows registrants to select Centre as a position. RMMHA does not recognize

Centre as a position for evaluation purposes, and anyone registering as such will be treated as a Forward.

- 4.2.5.3. The 'A' Program Evaluation Committee will consist of designated external evaluators and the Director of Hockey Development. The 'A' Program Evaluation Committee shall be responsible in evaluating all athletes. The Committee may utilize an Administrative Assistant upon the approval of the President.
- 4.2.5.4. Prior to the beginning of evaluations, parents are encouraged to ensure they understand the time and financial commitments associated with 'A' hockey. The VP of 'A' Hockey may elect to hold a parent information meeting where this information will be presented. The purpose of this meeting is to give parents and athletes the opportunity to understand athlete expectations relative to time commitment, the financial commitment and to offer the opportunity for parents to remove their child prior to final team selection.
- 4.2.5.5. RMMHA has zero tolerance for fighting during evaluations. If any athletes engage in fighting, they can, at the discretion of the VP of 'A' Hockey and Director of Hockey Development, be dismissed altogether from the evaluations. At his/her discretion, the VP of 'A' Hockey can report the incident to the RMMHA Discipline Committee for further discipline if warranted. Any athlete(s) suspended will forfeit their respective 'A' Program Evaluation Fee(s).

#### 4.2.6. 'A' Program Team Selection

On a season by season basis, with the advice from the VP of 'A' Hockey and the Director of Hockey Development, the Board of Directors has the discretion over the number of 'A' teams based on the current registration numbers and overall level of development of the group of athletes available.

The 'A' Program Selection Committee will consist of approved evaluators, designated 'A' Program coaches, the VP of 'A' Hockey (or delegate), and the Director of Hockey Development.

The VP of 'A' Hockey and Director of Hockey Development may at their discretion utilize external resources to help form teams or to offer advice regarding athletes.

On the advice of the 'A' Program Selection Committee, athletes can be moved up and/or down from the various 'A' teams depending on their demonstrated level of development during the evaluation sessions and prior to teams identifying their final team roster.

4.2.6.1. The following timelines must be followed during the team camp and release process:

- A1 team rosters must be completed by September 15<sup>th</sup>
- A2, A3 and A4 teams must have their rosters completed by September 25<sup>th</sup>

4.2.6.2. Each team's Head Coach is responsible to propose the final athlete selections for their team to the VP of 'A' Hockey and Director of Hockey Development prior to communicating the selections to the athletes. The VP of 'A' Hockey and Director of Hockey Development will review the proposal and if approved, they will authorize the coach to conduct release interviews with the affected athletes. The interviews must only be conducted at a local facility.

Coaches requesting to release an athlete more than one level must request specific approval of the VP of 'A' Hockey and Director of Hockey Development.

4.2.6.3. Parents wishing to have their child assigned to a lower team shall provide in writing, the reasons for requesting the move to the VP of 'A' Hockey for consideration. The VP of 'A' Hockey and the Director of Hockey Development will consider the request and will have the authority to approve or decline the request. Such requests may result in the athlete being moved to any other team in the 'A' Program, or possibly a release to the 'C' Program, at the discretion of the VP of 'A' Hockey and Director of Hockey Development. There will be no consideration given to an athlete's team preference. Once this decision is made, it cannot be reversed. In exceptional circumstances, the VP of 'A' Hockey may bring a case forward to be reviewed by the Board of Directors.

#### 4.2.7. Communication of Release

After the initial evaluation sessions, team camps for Atom through Midget will be announced via electronic communication. Subsequent releases will be done either by electronic communication or in person.

4.2.8. Once selected, 'A' teams are considered to have their final roster for the year and athletes can only be moved or permanently removed from their roster upon approval by the VP of 'A' Hockey. Possible reasons for removing an athlete may include, but not limited to, team discipline or season ending injuries. Removals for discipline purposes may be referred to the Discipline Committee for further review. An athlete may also be removed from a team if in default of payment of team funds. These situations must be referred to the VP of 'A' Hockey who will act as a mediator.

- 4.2.8.1. Any athletes injured during the season that are expected to return to play will have their roster spot secured until their Return to Play form has been authorized by a physician. In these situations, teams are to utilize the Affiliate Player rule as set out by PCAHA.
- 4.2.9. Upon approval from the VP of 'A' Hockey and Director of Hockey Development, the Midget "A1" team may save up to two active player cards until the latest release or de-carding date as set out by BC Hockey or PCAHA. These cards are intended to be used for returning athlete releases from Major Midget or Junior teams. The "A1" team may choose to sign other eligible athlete(s) as approved by the VP of 'A' Hockey and Director of Hockey Development.
- 4.2.10. Athlete Placement Appeals
  - 4.2.10.1. The evaluation process is designed to provide an opportunity for an athlete to be moved up or down within the program depending on their demonstrated abilities.
  - 4.2.10.2. Appeals must be submitted in writing, utilizing the form provided on the RMMHA website, to the VP of 'A' Hockey within 48 hours of being notified of their team placement or being released to C hockey. It is the responsibility of the Athlete Placement Appeals Committee to fully investigate and respond, in writing or in person, to the individual that placed the appeal. The appeal will be reviewed in a timely manner, and will be expected to be resolved within seven (7) days of submission. There will be no further recourse
  - 4.2.10.3. The Athlete Placement Appeals Committee shall consist of the VP of 'A' Hockey, Director of Hockey Development and the President.
- 4.2.11. 'A' Program Team Playing Expectations
  - 4.2.11.1. Peewee A1, Bantam A1, Midget A1 and Juvenile A1 coaches are provided with reasonable discretion on ice time allocated to their athletes. Athletes and parents are expected to understand that equal playing time in games is not guaranteed. Actual playing time can be influenced by such factors as game situations, excessive penalty minutes, individual discipline, practice and game attendance, injuries and health concerns. Coaches will be held accountable with regards to their athletes' playing time.

- 4.2.11.2. Throughout Atom A1 and all A2, A3 and A4 teams from all divisions the principle of fair and equitable playing time shall be enforced. Actual playing time can be influenced by such factors as excessive penalty minutes, individual discipline, practice and game attendance, injuries and health concerns. Coaches will be held accountable with regards to their athletes' playing time.
- 4.2.11.3. Coaches are provided the flexibility to use their lineup as they see fit for the last five minutes of any game. This is only to be utilized in competitive situations that may affect the outcome of a game. Coaches found to be consistently not utilizing an athlete in this portion of the game may result in referral to the VP of 'A' Hockey for disciplinary action.
- 4.2.11.4. Any athletes or parents having concerns around playing time are encouraged to respectfully set up a meeting with their Head Coach (through the Team Manager) to discuss their athlete's current role on the team and ways to improve their opportunities. Please allow for 24 hours to pass before sending your communication.
  - 4.2.11.4.1. RMMHA's commitment to parents is to provide a safe learning environment for the athlete but does not give the parent the right to question the coach's teaching style, line combinations or the position the child plays.
  - 4.2.11.4.2. If the athlete or parents are not satisfied with the outcome of the meeting, they may request a meeting with the VP of 'A' Hockey and the Director of Hockey Development.
- 4.2.11.5. Constant harassment or undermining of the coaches will not be tolerated and will be referred to the Discipline Committee for review that could result in disciplinary action.

#### 4.2.12. Player Affiliation

- 4.2.12.1. Coaches are required to adhere to current PCAHA Rules and Regulations regarding player affiliation as per Section C – Player Registration.



- 4.2.12.2. An initial 'A' Level affiliation list must be filed with the RMMHA Registrar (through the VP of 'A' Hockey and Director of Hockey Development) by October 15 of the current season. Athletes can be added until January 9 of the current hockey season.
- 4.2.12.3. Affiliate Players from 'C' teams will be drawn from athletes that participated in the 'A' Program evaluation process. Any Affiliate Player that did not participate in the 'A' Program evaluations must be approved by the VP of 'A' Hockey and the Director of Hockey Development and will be required to pay an 'A' Program Affiliate Player Fee prior to joining any team in any practices and/or games. This fee will be equal to 50% of the 'A' Program Evaluation Fee of the current season.
- 4.2.12.4. All affiliate player requests must be approved by the VP of 'A' Hockey prior to being utilized in practices or games.
  - 4.2.12.4.1. Athletes cannot participate as a team affiliated player in a game until the RMMHA Registrar has provided the higher level team with an official roster with that athlete listed.
- 4.2.12.5. 'A' Level affiliated players are not to be contacted for participation with a higher level team without the prior written consent or phone communication from the VP of 'A' Hockey in consultation with the Director of Hockey Development.
  - 4.2.12.5.1. The VP of 'A' Hockey will consult with the head coach of the registered team and athlete's parents.
- 4.2.12.6. In the unlikely event that two (2) teams end up in the same flight, the Director of Hockey Development and Vice President of 'A' Hockey will facilitate a process for the selection of Affiliate players.
- 4.2.12.7. Coaches are expected to encourage affiliated players to accept any opportunity to participate at a higher level, provided there is not a direct conflict with the regular team. In cases where game schedules conflict, the VP of 'A' Hockey and Director of Hockey Development, in consultation with the athlete's current Head Coach, will make the final decision.
- 4.2.12.8. Only rostered athletes of a particular team may participate in a practice. In exceptional circumstances, the VP of 'A' Hockey (in consultation with the VP of

'C' Hockey) must approve the request for a non-rostered athlete to participate in a practice.

#### 4.2.13. Player Movement

Player movement refers to permanent movement from one roster to another. These types of situations are uncommon and not encouraged and will only be utilized in exceptional circumstances.

4.2.13.1. All player movement must be approved by the Vice President of 'A' Hockey, the Director of Hockey Development and the President and confirmed by the Registrar prior to the athlete participating in games with the new team.

4.2.13.2. Any vacancies that occur on a team may be filled by promoting an athlete from the team immediately below (ie. A2 athlete promoted to A1, C athlete promoted to A4, etc).

#### 4.2.14. Dress Code

The purpose of the RMMHA dress code is to instill a feeling of pride and professionalism in belonging to an 'A' team and the Association. The Association strives to ensure a minimal cost to families.

4.2.14.1. Head Coaches are to ensure that athletes on their respective teams adhere to the Dress Code.

4.2.14.2. The RMMHA 'A' Program dress code for home and away games consists of:

- A collared dress shirt (to be tucked in) with tie
- Dress pants (preferably black)
- Dress shoes (preferably black)
- Athletes are encouraged to wear approved jackets available from the official RMMHA apparel supplier.
- Coaches are required to wear warm, business style 'pea coat' jackets or the approved jackets available from the official RMMHA apparel supplier.

4.2.14.3. No casual shoes, hoodies, or hats are permitted. All athletes and coaches are expected to follow the dress code. The dress code is to be adhered to before a

team member leaves his home to travel to any game. An exception is allowed for extended travel time for tournament play. If coaches or athletes are found to be in violation of the dress code they may be subject to the following:

1st time offence - may warrant a verbal warning

2nd offence - may warrant a one game suspension

Subsequent offence(s) - may warrant the removal of the coach or athlete from the team.