

# **ANCASTER MINOR HOCKEY LEAGUE**



## **MANUAL OF OPERATIONS**

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## **Section One – Governance**

The Ancaster Minor Hockey League is incorporated under the Corporation Act of Ontario and operates under the governance of its General By-Law and the Manual of Operations of the Ontario Minor Hockey Association (OMHA). These rules and regulations are policies of Ancaster Minor Hockey League as defined in the By-Law and having been considered and approved by the Board.

### **Levels**

#### **1. House League**

The HL will provide the grass roots development base for minor hockey in Ancaster. This level will provide an opportunity for fun and physical exercise in a team environment. Emphasis will be on improving skills, learning rules of the game and fair play. The HL will encourage any system to ensure equal ice time for all players. All players will abide by the rules and regulations of the League and its governing bodies.

#### **2. Hamilton-Wentworth Interlock House League**

This League is an extension of House League and abides by the same principles. It involves players in our Bantam, Minor Midget and Midget/Juvenile Divisions. The Interlock League includes teams in Ancaster, Beverly, Dundas and Flamborough. All players will abide by the rules and regulations of the League and its governing bodies.

#### **3. Rep Hockey**

Rep. teams will be comprised of players who desire a high level of competition and are willing to make a tremendous commitment in time and finances to the operation of the team. These players will try out in April and September and the successful candidates will be chosen to represent Ancaster in the Novice through Midget age categories. The Rep. teams will play locally in the Tri-County Minor Hockey League and will enter OMHA play downs in late January. All players will abide by the rules and regulations of the League and its governing bodies.

## **Section 2**

### **Code of Conduct and Ethics**

#### **ALL MEMBERS**

**PURPOSE:** To establish and maintain standards for members of the League and to inform members of the public using the services of the League. The standards are comprised of, but not limited to, the following principles:

- 1) Members must endeavor to respect the rights, dignity and worth of every human being and endeavor to treat everyone equally within the context of their activity.
- 2) Members have a responsibility to declare a high degree of commitment and perform to that level of commitment.
- 3) Members should communicate and co-operate with other sports organizations, non-sport organizations, medical practitioners and educational institutions in the best interest of its players.
- 4) Members should encourage directors, parents, players and officials to obey the rules and spirit of the sport, and to treat each other in a courteous manner.
- 5) Members should never advocate the use of performance enhancing drugs and/or banned substances.
- 6) Members should be clear as to what is to be regarded as confidential information and not divulge any such information without expressed approval of the individuals concerned.
- 7) Members are expected to consistently display high personal standards both professionally and personally.
- 8) All reasonable steps should be taken to establish a safe environment in keeping with the regular and approved practices within the sport.
- 9) Members have a responsibility to themselves and the League to maintain their own effectiveness, resilience and abilities.
- 10) Members should not display any affiliation with any business or organization in a manner that falsely implies sponsorship or accreditation by that organization.

## COACH'S AND TEAM OFFICIAL'S CODE

### All team officials shall:

- 1) Be a resource person able to assist the athlete to develop his/her athletic potential and self-dependency
- 2) Recognize individual differences in athletes and always think of the athlete's long term best interests. Aim for excellence based upon realistic goals. The activity undertaken should be suitable for the age and abilities of the players.
- 3) Lead by example. Teach and practice co-operation, self-discipline, respect for officials and opponents and proper attitudes in language, dress and deportment. Rules are mutual agreements which no one should evade or break.
- 4) Make sport challenging and fun. Skills and techniques need not be learned painfully. Ensure that equipment and facilities meet current safety standards.
- 5) Be honest and consistent with athletes. They appreciate knowing where they stand.
- 6) Be prepared to interact in a positive manner with administrators, league officials and parents.
- 7) Be responsible people who are flexible and willing to continually learn and develop.
- 8) Encourage athletes to be fit all year, every year and not just for the season.
- 9) Follow the advice of a physician when determining when an injured player is ready to play again.
- 10) Set and monitor boundaries between a working relationship and friendship with their players. Team officials should realize that certain situations or friendly actions could be misinterpreted, not only by the player, but by others motivated by jealousy, dislike or mistrust and could lead to allegations of misconduct or impropriety.

## PARENT'S CODE

- 1) Do not force an unwilling child to participate in sports.
- 2) Remember children are involved in organized sports for their enjoyment, not yours.
- 3) Encourage your child to always play by the rules.
- 4) Teach your child that honest effort is more important than victory so that the result of each game is accepted without undue disappointment.
- 5) Turn defeat to victory by helping your child work towards skill improvement and good sportsmanship. Never ridicule or yell at your child for making a mistake or losing a competition.
- 6) Remember that children learn best by example. Applaud good plays by your team and by members of the opposing team.
- 7) Do not publicly question the official's judgment and never their honesty.
- 8) Support all efforts to remove verbal and physical abuse from children's sporting activities.
- 9) Recognize the value and importance of volunteer coaches. They give their time and resources to provide recreational activities for your child.
- 10) Set an example by supporting and respecting your child's coach. When problems arise, communicate on an individual basis. Public comments are not appropriate.

## PLAYER'S CODE

- 1) Play for the "fun of it", not just to please your parents or coach.
- 2) Play by the rules.
- 3) Never argue with the officials' decisions. Let your captain or coach ask any necessary questions.
- 4) Control you temper – no "mouthing off", breaking sticks, throwing gloves or other equipment.
- 5) Work equally hard for yourself and your team – your team's performance will benefit and so will your own.
- 6) Be a good sport. Cheer all good plays, whether your team's or your opponents'.
- 7) Treat all players as you yourself would like to be treated. Do not interfere with, bully, or take unfair advantage of any player.
- 8) Remember that the goals of the game are to have fun, improve your skills and feel good. Do not be a show-off, or always try to get the most points or penalties.
- 9) Co-operate with your coach, teammates and opponents, for without them you would not have a game.
- 10) Remember that you are representing yourself, your parents, your team and your Town/Sponsor at all times; to, from and at the arena.

## **SPECTATOR'S CODE**

- 1) Remember that children play organized sports for their own fun. They are not there to entertain you, and they are NOT miniature pro athletes.
- 2) Be on your best behavior. Do not use profane language or harass players, coaches or officials.
- 3) Applaud good plays by your own team and the visiting team.
- 4) Show respect for your team's opponents. Without them there would be no games.
- 5) Never ridicule or scold a child for making a mistake during a competition.
- 6) Condemn the use of violence in all forms.
- 7) Respect the officials' decisions.
- 8) Encourage players to always play according to the rules.

### Section 3

#### Eligibility and Registration

- 3.1 Participation is open to all persons upon payment of the prescribed registration fees and in compliance with registration requirements including provision of proof of age as herein after proved.
- 3.2 The Ancaster Minor Hockey League reserves the right to prescribe requirements from time to time including promulgation of the By-Laws specifying grounds for refusing or withdrawing participation, disciplinary actions and related matters.
- 3.3 **PRIORITY TO REGISTER WILL BE:**
- a) Firstly, residents of the former Town of Ancaster (now City of Hamilton) and residents of neighboring municipalities deemed by the OMHA to be within the boundaries of the former Town of Ancaster as an OMHA centre "Right of Choice"
  - b) Secondly, residents of the City of Hamilton
- 3.4 All applicants must be registered on a designated registration form as decided by the Ancaster Minor Hockey League. At registration, a parent or legal guardian must sign the League's Application form. The OMHA card/CHA card must be signed by a parent/guardian and the player prior to participating in an on-ice activity.
- 3.5
- a) First time applicants for registration must furnish proof of age (Birth Certificate or some other certified affidavit).
  - b) First time player registering with the OMHA or CHA carded teams must submit their birth certificates (or Birth Registration cards) unless born in the Province of Quebec or outside Canada.
- 3.6 Registration will remain open until the quota (if applicable) for each division is reached. Registration after the pre-described dates will be at the discretion of the Board. New town residents will be accepted at the discretion of the League and/or as specified by the OMHA Regulations.
- 3.7 A registration form must be filed with the Registrar accompanied by the appropriate fee, before any player can participate in any activity sponsored by the League. The Board of Directors is empowered to prohibit any player from practicing or playing until the fees are paid in full.

### 3.8 Registration Refunds

#### a) Non Medical refunds

Players that withdraw from the AMHL as a result of a non-medical reason are entitled to a refund of their registration fees in accordance with this sub-section.

Players that receive a long-term suspension due to their conduct on or off the ice are not entitled to a refund of their registration fees for any reason whether the reason is medical, non-medical or if they are an AAA player. ”

A refund for non-medical reasons is prorated depending on the number of months skating for an AMHL house league or rep team.

The amount of the refund is as follows:

Prior to skating	Registration fee minus admin fee
After skating to September 30	75% refund minus admin. fee
October 1 to October 31	50% refund minus admin. fee
After October 31	no refund”

#### b) Players that receive a long-term suspension due to their conduct on or off the ice are not entitled to a refund of their registration fees for any reason whether the reason is medical, non-medical or if they are an AAA player. ”

#### c) Medical refunds

Players that withdraw from the AMHL for medical reasons are entitled to a refund of their registration fees in accordance with this sub-section.

In order to qualify for a refund of registration fees for medical reasons in accordance with this sub-section medical documentation from a medical doctor, a dentist or a person that practices the profession of optometry, chiropractic, physiotherapy, chiropody, podiatry, osteopathy, audiology, psychology, dietetics, (a “medical practitioner”) stating that the player is unable to play hockey for medical reasons, must be submitted with the request for a registration refund.

A refund for medical reasons is prorated depending on the number of months skating for an AMHL house league or rep team.

The amount of the refund is as follows:

Prior to skating	Registration fee minus admin fee
After skating to October 31	75% refund minus admin. fee
November 1 to November 30	50% refund minus admin. fee
After November 30	no refund”

#### d) AAA players

Players that have registered in the AMHL in order to be eligible to play AAA hockey are entitled to a refund of their registration fees in accordance with this sub-section.

In order to qualify for a refund of registration fees as a result of registering in the AMHL in order to be eligible to play AAA hockey in accordance with this sub-section written proof that the player plays for a AAA team must be submitted with the request for a registration refund.

The amount of the refund is as follows

Prior to November 1	Registration fee minus admin fee
November 1 to November 30	75% refund minus admin. fee
After December 1	no refund"

- e) For the purposes of this Section 3.8 the administration fee is fifty (\$50) dollars
- f) All registration refund requests must be presented in writing to the AMHL Registrar. If the request is presented via email the registration refund request is not considered to be received if the registrar does not acknowledge receipt of the request by email. The AMHL registrar and one of either the President, Vice President or Treasurer must approve the refund application. The refund will be made to the credit card in which the payment was received, unless the payment was made by cheque, the AMHL is not able to credit the credit card or the refund is requested to be paid in another manner. In the latter three cases the refund will be paid by cheque.

The refund request will not be considered to be received until the following information is submitted in writing:

- Player's name;
  - Player's age group;
  - Reason for the refund request:
    - Non-medical reason
    - Medical reason
    - AAA Player
  - If the refund is requested due to medical reasons, then medical documentation from a medical doctor, a dentist or a medical practitioner stating that the player is unable to play hockey for medical reasons, must be submitted with the request for a registration refund;
  - The refund request must be received by the AMHL prior to the dates indicated above for the applicable refund (for example, if a player withdraws prior to October 31 but does not submit a registration refund request until after October 31, no refund will be issued).
  - If the refund is requested because the player has registered with the AMHL in order to be eligible to play AAA hockey, then proof that the player plays for a AAA team must be submitted with the request for a registration refund
- g) This policy for registration refund requests received after December 1, 2008.
  - h) Players withdrawing from rep teams must deal directly with their rep team for a refund of any fees paid over and above the AMHL registration fee. However, the AMHL reserves the right to withhold a portion of the refund as payment of the rep fees owing to the rep team.

### 3.9 **Late Registration**

Request for late registration (i.e. after all the registration dates):

Late registration fees are prorated depending on the number of months missed from the beginning of the season.

The prorated registration fee may be assigned by the Junior or Senior House League Convener or the Registrar.

#### **Amount of Payment**

Prior to the start of Regular Season	Total fee
Prior to October 15th	Total fee
October 15 – November 14	90 %

November 15 – December 14th	75 %
December 15 – January 10	60 %

Registrations after January 11th will be reviewed by the Director of Registration and the appropriate conveners.

- 3.10 Ages per division will be those set by the CHA/OMHA.
- 3.11 Players participating on the League's teams must be residents of the former Town of Ancaster (now the City of Hamilton) as determined by the OMHA's Manual of Operations. Any exceptions must be approved by the Board.
- 3.12 Base costs will be established by the Board for all levels.
- 3.13 The Board will set the date(s) for registration for the upcoming season.
- 3.14 Registration procedures, quotas, etc. will be established by the Board.
- 3.15 A twenty-five (25) dollar administrative fee will be applied to any NSF cheque written to the league (AMHL).

## **Section Four**

### **Equipment**

#### **4.1 Mandatory Equipment**

The following equipment is MANDATORY and must be worn by ALL PLAYERS AT ALL TIMES when engaged in activities on ice, whether practice or games.

N.B. Coaches and Referees will:

Enforce this section without exception. Each Executive Member is responsible for enforcing this article.

- a) OMHA and CSA approved helmet equipped with approved chin strap fastened.
- b) OMHA and CSA approved facial protection which completely covers the face.
- c) Approved BNQ neck protectors and goalie throat protectors.
- d) Coaches and on ice staff will wear CSA approved helmets at all on-ice activities with chin straps fastened.
- e) CSA approved mouth guards unless exempted by OMHA.

#### **4.2 Recommended Equipment**

The following equipment is suggested and highly recommended, but not mandatory:

- a) Goal tenders' regulation skates.
- b) Shatterproof eye glasses.
- c) Athletic support.
- d) Shin guards – preferably with a molded knee cap.
- e) Approved hockey gloves.
- f) "Body armour" (chest and arm protectors) for all goaltenders.
- g) Shoulder pads for all players.

- h) CSA approved elbow pads.
- i) Hockey pants with tailbone protector.

#### **4.3 Goalie Equipment**

Goalie equipment is provided by the League for use by goaltenders in the Pre-Novice, Novice, Atom and Pee-Wee House League divisions. Goalie equipment is provided by the League for use by goaltenders in the Pre-Novice, Novice and Atom Rep divisions. A post-dated cheque of two hundred and fifty (250) dollars is required as a deposit from players using the League's equipment. It will be returned to the player upon the receipt of the equipment, clean and in good condition, either on or before the Awards Day at the end of the season. Terms and conditions and amounts of deposits and rental fees will be set from time to time by the Equipment Manager with the approval of the Board. Provided goalie equipment is as follows:

- a) Goaltenders pads
- b) Goaltenders stick
- c) Goaltender gloves
- d) Chest protector

4.4 Ancaster Rep teams will be known as the "Avalanche".

4.5 All Rep teams will wear the League colours as prescribed by the Board. Sweater colours for the rep teams will be maroon, white and blue. The sponsor patch, letters "C" and "A" must be sewn on to each sweater. Glue is not to be used to affix any item to the sweater.

4.6 In order to standardize Team clothing (jackets, turtlenecks, windsuits, hats etc), all purchases must be made through the League's authorized list supplier of League uniform/clothing. Disciplinary action will be taken for those teams that do not follow these guidelines.

#### **4.7 Care of Rep Sweater**

Teams must designate an adult to care for the sweaters. Players are not allowed to take their sweaters with them.

#### **4.8 Return of Rep Sweaters**

All rep sweaters must be returned clean and in good condition either before or on the Awards Day with all sewn patches removed.

#### **4.9 Failure to Return Equipment**

Any player or team official failing to return the League's equipment shall be suspended until said equipment is returned and deemed by the Equipment Manager to be complete and in good condition.

## Section Five

### Organization of the League

#### 5.1 Programs and Ages

a) The League shall operate a House League program, a rostered Tyke Team program plus a League of Rep teams for all eligible boys and girls registered in the following divisions. Ages specified are before January first (1st) of the season.

<b>Program</b>	<b>House League</b>	<b>Rep</b>
C.H.I.P.	5 and under	N/A
Tyke	N/A	7 and under
Pre-Novice	7 and under	N/A
Novice	8 and under	8 and under
Minor Atom	N/A	9 and under
Atom	10 and under	10 and under
Minor Pee Wee	N/A	11 and under
Pee Wee	12 and under	12 and under
Minor Bantam	N/A	13 and under
Bantam	14 and under	14 and under
Minor Midget	16 and under	15 and under
Midget	N/A	17 and under
Minor Juvenile	N/A	18 and under
Juvenile	N/A	19 and under
Midget / Juvenile	20 and under	N/A

#### b) AE Program

There will be one AE team per division

Additional AE teams (2nd teams or minor aged AE teams) will be considered if the following four conditions are met:

1. A minimum of 35 skaters register each of the AA and Minor AA tryouts at the specified level.
2. An independent Rep Evaluation committee agrees that those players released from the AA tryout would be competitive at the Rep level.
3. Based on Registration numbers for the upcoming season, 2nd AE teams or minor aged AE teams will be considered where the specified House League division has sufficient teams.
4. Suitable ice can be purchased by the league over and above what is required to run the existing program.

In situations where the above criteria are met and there are sufficient numbers in both age groups, consideration will be given to establishing both a major AE team and a minor AE team. Where this is not possible, combined major and minor aged AE1 and AE2 teams will be established.

c) Select Program:

The purpose of the Select Program is to give House League players the opportunity to play at a higher level. The Select Program will also be an introduction to the rep program for both parents and players.

The "Select Program" will be based on the availability of ice time; amount of players registered for any division, player development and demonstrated interest of players, coaches and parents. The "Select Program" is not an alternative to Rep hockey but a supplementary program.

The "Select Program" will run from November 1<sup>st</sup> to February 15<sup>th</sup> with tryouts to be held prior. Any application received after October 1<sup>st</sup> will not be considered. The decision to roster a Select Team will be that of the AMHL Board.

The head coach shall be selected as per AMHL Coaches Selection Process for Rep teams. Candidates that are interested in applying for a Select Team must do so in accordance with AMHL posted timelines. Interviews are to be conducted before October 20<sup>th</sup>.

A Select team shall roster a minimum of 15 skaters and 2 goaltenders, to a maximum of 19. There will be no affiliated players (call ups) under any circumstances. Players must play within their respective age group. Players who successfully roster to a Rep team and subsequently quit/leave the team to return to House League will not be eligible to play in the Select Program.

**No player is eligible to participate on a Select team until all House League team roster sheets have been completed and approved by the AMHL through the responsible Director.**

Select Team Rules:

Select teams will operate under "Representative Hockey" rules and regulations as outlined by the Ontario Minor Hockey Association and as per the AMHL manual of operations (Section 5.0 and subsequent sub-sections).

All players wishing to participate in the Select Program must attend all tryouts.

Players signed to a Select roster must, in the event of a House League game conflict, play for their House League team first. Commitment is to the House League team. No exceptions. Failure to do so will result in the following:

The Select Coach **WILL** be suspended immediately and will face Disciplinary action as per the AMHL manual of operation.

The player involved **WILL** be suspended for 1 month with his Select team.

The Ontario Minor Hockey Association recommendations are to limit Select teams a certain number of exhibition games per month and tournaments for a season. In order to encourage player development the AMHL will adopt the OMHA guidelines as amended from time to time.

\* Practice numbers are based on 1 hour practices.

Travel permits must be applied for from the AMHL for all exhibition games and tournaments outside of the AMHL and is subject to approval by the Director of Rep Hockey and the OMHA.

Try-Outs:

The tryouts will be run in accordance to the AMHL Representative and Additional Entry Teams of the AMHL manual of operations (Section 5.3 and subsequent sub-sections).

Try-outs are to be prior to the first week of November.

There shall be a player tryout fee. The Select Team will be given 3 tryout sessions. Player releases after 2 sessions.

### Team Finances:

All Select team players are required to pay a supplemental fee in addition to their base registration. Team finances are solely the responsibility of the Select team. The AMHL requires that each Select team have the following in place:

Team budget: This must be approved by the AMHL Director of Rep Hockey and Director of House League. The Select team will be responsible for all additional fees including, but not necessarily exclusive to, tournament fees, sweaters, socks, game and practice ice, tryout fees, referees, goalie equipment, permits and other potential activity fees.

## 5.2 Size of Teams and Affiliated Players

- a) It is recommended that House League teams carry a maximum of fifteen (15) skaters and a goalie;
- b) It is recommended that each OMHA Rep team have an active roster of at least fourteen (14) skaters and a goalie. This is for the purposes of development. It is expected in divisions below Midget the maximum number of players rostered will be fifteen (15) skaters and two (2) goalies.  
The number of players chosen will be the final team roster number. The team roster may not exceed that number for the entire season. At no point in the season can the team dress more players than are on the roster. The Board through the Rep Director and Player and Coach Development Director reserve the right to review and approve changes in roster size in extenuating circumstances.
- c) Roster dates – for all AMHL AA teams the final date for roster changes will be October 15<sup>th</sup> of the respective year. For all AMHL AE teams the final roster date will be November 1<sup>st</sup> of the respective calendar year.
- d) AMHL Rep team rosters shall be completed prior to the House League drafts.
- e) Whenever an AMHL traveling Rep team is unable to dress an active roster due to suspension, illness, injury or extenuating circumstances, the coach may call up registered affiliated players (AP's) from the lower division Rep team, laterally from an Additional Entry team or a House League player in the same division. This is per OMHA regulations. The House League player must obtain permission to play from his/her coach. The house league player will not be allowed to play up if the rep game is in conflict with the House league game.
- f) The number of games that Ancaster Minor Hockey League will allow a House League player to be called up to a Rep team will be consistent with OMHA regulations. Consent for an affiliated player shall not be unreasonably withheld.
- g) Players can only be released after the date in 5.2 c) for serious discipline issues. This release is only possible through Board approval and prior attempts to correct or improve the discipline issues have occurred in conjunction with the Rep Director and Player and Coach Development Director. Players can be released for other reasons only with board approval.
- h) No player in the Association is allowed to leave his or her rostered team without the written permission of both the Rep Director and Player and Coach Development Director or the Board of Directors. Any player leaving without permission shall not be allowed to play for any rostered team in the Association during the next hockey season pending a review of his or her case by the Board of Directors, and shall not be entitled to financial reimbursement.
- i) A coach may not suspend a player without first receiving approval from the Rep Director. Any suspension must be recorded and submitted to the Rep Director and Player and Coach Development Director.

### 5.3 **Representative and Additional Entry Teams**

#### a) **Policies and Procedures**

- i) Any registered resident player may have a tryout for the OMHA Rep and AE teams.

#### b) Player Movement and Player Release

i) All players shall play in their respective age groups to ensure that Ancaster Minor Hockey is competitive at all levels. The Board may only consider a request for upward/downward movement, if the player has been deemed by the Director of Coach and Player Development to possess exceptional talent and is in the major year of their respective division.

In order to consider a request for player movement a written submission to the Director of Player and Coach Development shall be submitted by February 15<sup>th</sup> of the respective calendar year.

To be considered exceptional the player must be the highest rated at their position in the division they currently play, and will be in the top 25% of the division they wish to play in the next season.

Players may only play up one year in Rep Hockey ( a Major PeeWee player may try out for Minor Bantam) and only as a Major player in House League (a first year PeeWee player may not play in the Bantam division)

There has to be a need for players in the division the applicant is wishing to play for the next season. Being rated exceptional does not guarantee a position in a different division if there are sufficient numbers in that division.

Players will be allowed to tryout for an additional team, but they must also attend the tryouts of their respective division. I.e. a Major PeeWee wishing to play Minor Bantam may attend the Minor Bantam tryouts upon permission of the Director of Coach and Player Development but must also attend the Major PeeWee tryouts. The coach may select the applicant to a different division after consultation with the Director. The overall goal of the AMHL of player development within the respective age group is the deciding factor.

Tyke players selected to the Tyke team as 6 year olds will be expected to remain in the Tyke division the following season. This is to ensure development in every age group.

Any player playing in a series higher than the respective age group shall do so only with the written permission of the Ancaster Minor Hockey League based upon a report from the Director of Coach and Player Development and a parent or legal guardian on the CHA Base Card.

#### c) **Player Evaluations: AA and AE Tryout Procedures**

i) There shall be a player tryout fee. If a player is granted permission by the Director of Coach and Player Development to tryout for a second team in an age classification other than his/her own, an additional fee shall be levied. Tryout fees are payable at registration.

- ii) Each AA Rep team will be given five (5) tryout sessions.  
Each AE Rep team will be given three (3) tryout sessions.

ii) Each player is guaranteed the following tryout sessions before being released

**ALL players** must attend the AA tryouts if they are interested in trying out for AE.

Player releases may start after two (2) AA tryouts  
Player releases may start after one (1) AE tryout

In order to properly assess all Players in a division, Players who are AMHL players from the previous season must attend the majority of their division's tryouts to be considered eligible for the team. The AMHL will make every effort to ensure the AAA Jr. Bulldogs tryouts and the AA tryouts do not conflict.

Players must attend the AMHL tryouts during the time they are trying out for the AAA Jr. Bulldogs.

It is THE PLAYERS RESPONSIBILITY to ensure they notify the Director of Coach and Player Development and the Rep Director of any possible conflict. In their sole discretion they may grant relief from the above.

- iv) A player must first tryout and be released from an "AA" classified team to become eligible for an Additional Entry team.
  - v) A coach, during the team selection process, must have a minimum of two (2) independent non parent evaluators to assist with on ice evaluations.
  - vi) All players must be given a written explanation/rating and interview, as to why they are released to either an "AE" team or the House League.
  - vii) If a player makes the "AA" team and then decides not to play, he will be released only to House League. The Board reserves the right to deal with any exceptions that may arise.
  - viii) At the final selection, as each player is accepted onto the Rep team, the player and parent must sign the CHA Base Card and the rep registration surcharge must be paid. No player will be allowed on the ice until both are done.
- d) Player Selection for Representative Teams
- i) Player selection is the responsibility of the Head Coach working in conjunction with the Director of Coach and Player Development. AMHL board Directors may be in attendance and reserves the right to supply independent evaluators.
  - ii) The Board is responsible for providing guidelines to the Head Coaches for the selection of players according to pre-determined criteria and using a fair, equitable and unbiased process.
  - iii) The Head Coach shall select the players and then select the assistant coaching staff from among the players' parents and other interested, qualified people.

## 5.4 House League Regulations

### a) Policies and Procedures

- i) Minor Hockey League approved coach and one assistant are permitted at the Draft.
- i) During the selection of a team, each team will be allowed only one request, ie. a family requesting a particular coach, or to be on the same team as a brother or friend for

convenience, or any other appeal that prevents the draft of a player by another coach. Granting of such a request will come from the House League Convener.

- iii) During the Draft, each team may protect a maximum of two players.
- ii) Players may not be moved into/from the Rep or House League Divisions without written authorization from the League, once the playing season has started. Only in extreme cases will the League consider any such requests.
- v) Home teams must supply Time and Score Keepers and pucks.
- vi) The OMHA "Fair Play Initiative" is in effect, which is to shake hands prior to the start of the game.
- vii) Players and coaches shall not enter the ice surface until the Ice Machine has left the playing area and the "Gates" are completely closed.
- viii) Warm up time will be two (2) minutes
- ix) As per OMHA guidelines, only approved team officials will be allowed on the bench during a game.
- iii) All players will receive "Fair" ice time to the best of the coaches' ability during the game. It is recognized that certain situations cause a coach to have a player(s) miss shift(s) but these are clearly communicated to both player(s) and other coaches. The OMHA does not consider ice time as a condition of harassment/abuse. A grievance cannot be filed due to ice time.
- iv) It is required that all teams have an OMHA certified coach and trainer on the bench.
- xii) All regular season games consist of two, ten minute stop time periods and running time for the third period, with the exception of the use of the Buzzer system. The Buzzer system will be imposed on any division not following the "fair" ice time policy.
- v) Penalties will be two minutes stop time for the first and second periods. For the third period it is three minutes running time. Major penalties will be 5 minutes in running time and in stop time.
- vi) All games will be curfewed at five (5) minutes to the hour by the referee. To fill vacancies, coaches may call up second year players, not to exceed the original roster number, from the division below. Only goaltenders may be junior players. To place players on the "call up list" permission must first be given by the parent. All available players on this list must be used once before calling a player a second time. The calling up of players will be coordinated through the divisional conveners and permission granted by the player's own coach. The spirit of this rule is to replace players due to illness or unavoidable absence.
- vii) The coach will report all Match Penalties to the Divisional Convener.
- viii) There must be a League approved coach on the ice to conduct a practice.
- xvii) Should there be a tie in the standings at the completion of regulation play, the higher place will go progressively to:
  - (i) The team with the greater number of wins
  - (ii) The team with the best win/loss record against the other tied team;
  - (iii) The team with the most goals against the other tied team
  - (iv) The team with the most overall goals.

## **b) House League – Player Evaluation and Draft Procedure**

- i) Player ratings will be based on a rating from a mass practice held in mid-September or based on the previous year's ratings.
- ii) A draft will be held involving the Convener and coaches of the division at the start of each season. New players, unrated, will be drafted to the best of the participants' knowledge of that individual.
- iii) Coaches and Conveners will then draft players on teams according to ratings.
- iv) If further balancing of teams appears necessary, players will be moved at the direction of the House League Convener.

## **c) House League Playoffs**

- i) During playoffs, teams may call up substitute players to fill vacancies, not to exceed the original roster numbers, from the division below. The spirit of the rule is to replace players due to illness or being absent unavoidably and remain consistent with Regular Season play.
- ii) All playoff games will consist of three (3), ten (10) minute stop time periods.
- ii) Playoff series may be either a "2 game knock-out" series or a "Round Robin" series. This will be decided by the convener and communicated to the coaches no later than the 1st of February.
- iii) The team finishing highest in the standings during regular season play, will be designated the "Home" team up to the finals. For championship games, the "Home" team will alternate, starting with the team that finished higher in the standings.
- iv) In any playoff game, where a winner must be achieved for the series to continue, sudden victory overtime would be the best option to determine a winner. If ice time availability does not allow for this, several other formats are available. The convener will communicate the chosen format to the coaches prior to the first playoff game. The chosen format will be used throughout the playoff series.

## **5.3 Penalties/Suspensions**

### **Ancaster Minor Hockey League operates under all OMHA penalty guidelines.**

Any player, coach or team official who receives a suspendable penalty, may not play for any other team until the suspension has been served with the team in which the penalty was received.

Any player/coach receiving a penalty in the Interlock will serve the penalty in the Interlock only. If the penalty occurs during the playoffs, the player/coach will be allowed to participate in the Ancaster playoffs. The Director of Senior House League and the Executive reserve the right to invoke a suspension for the Ancaster playoff after a review of the penalty.

#### **5.4 Exhibition Games and Tournaments**

The Ancaster Minor Hockey League will enforce all OMHA and CHA regulations

Please become familiar with those rules pertaining to your involvement in the League.

- a) All teams playing Exhibition Games in Ancaster will notify the Director of Ice Scheduling.
- b) All teams playing Exhibition Games or Tournaments outside of Ancaster will obtain a Travel Permit from the appropriate Convener.
- c) All teams entering Tournaments will have team player cards/roster sheets with them.

### **Buzzer System**

1. Teams will play 3 minute running time shifts for each of the three fifteen minute periods.
2. There will be no more than one shift difference between all skaters at the end of the game.
3. Starting line-ups need not be declared.
4. Double shifting will not be permitted except when less than ten skaters are present on the bench. Double shifts must then be rotated evenly throughout all skaters.
5. When pulling goaltenders, any skater may be used for the extra player. This shift will not count as a shift for the skater, this is when replacing the goaltender.
6. If an injury occurs and the player leaves the ice, they must be replaced by a player who has less shifts, unless all have played equal to this point.
7. The goaltender may only be pulled for replacement by an additional skater during the one minute remaining in the third period, or when there is a delayed penalty during the game.
8. There will be a one minute penalty for each violation of these rules. The penalty will be served by the player who caused or was involved in the violation.
9. Major penalties will be three minutes.

### **Playoff Rules for the Buzzer System**

1. Teams will play two minute stop time shifts for each of the three ten minute periods.
2. There will be one minute penalties for each violation of the rules. The penalty will be served by the player who causes the violation.
3. "Home Team" will be the team that finished higher in the regular season standings. Championship games will alternate for "Home Team" starting with the team finishing highest in the seasons standings.
4. Teams may appoint a shift checker who must stay in the penalty box area during the game. This person must be identified to the Referee prior to the start of the game. It is suggested that the shift checkers from both teams remain in the same area during the entire game for ease of conferring.

#### **5. OVERTIME:**

If extra time is available and a "sudden victory" overtime period is played, these are the rules.

Skaters on the ice during the last shift of the game cannot start the first shift of the overtime period. Ten minute stop time will be placed on the clock to start every overtime period. Teams will not change ends for overtime periods. There will only be one shift difference between players at the end of any overtime, including when the game is ended by one team scoring the winning goal. Any skater on the ice for the last shift of an overtime period will not start the first shift of the next overtime period.

If extra ice time is not available for a "sudden victory" overtime period, then the convener will discuss with the coaches, prior to the playoffs, an alternate process.

## **Section Six**

### **Conduct and Discipline**

- 6.1 The Ancaster Minor Hockey League sanctions the OMHA Code of Conduct.
- 6.2 Under no circumstances does the League permit the presence or consumption of alcoholic beverages or the presence of unprescribed drugs at any game, practice or any other League function or where prohibited by law.
- 6.3 All Public Buildings in the former Town of Ancaster (now the City of Hamilton) are smoke free properties. There is to be no smoking on any player's bench or in the dressing rooms.
- 6.4 Ancaster Minor Hockey League reserves the right to discipline and/or suspend players, coaches, trainers and parents whose behaviour /actions may cause harm to other members. Suspensions may be additional to the OMHA guidelines.

### **6.5 Complaint Procedure**

#### **a) Grievance Committee**

A Grievance Committee is formed to hear the complaints of parents and coaches alike. This committee shall deal with uncomfortable situations that occasionally arise between parents and coaches. In order to be as direct as possible, it is important that the system is used correctly. Anyone wishing to register a grievance should address their complaint to the Grievance Committee and deposit it in the League mail box, or submit the complaint in writing to the Chair of the Committee. The Vice President will serve as the Chair of the Grievance Committee. The Committee consists of the Past President, President, convener(s) or delegate of the Rep or House league Faction.

## 6.6 Disciplinary Committee

- a) A Disciplinary Committee will be formed to address situations of non-compliance with the rules and regulations governing the League (ie. CHA, OHF, OMHA or rules of other governing bodies). A Discipline Committee will also be formed to deal with unacceptable actions by a League player, coach, parent and/or guardian, or referee.
- b) A Disciplinary Committee will consist of a minimum of three members. Each Committee will be chaired by the President and include as members the Vice President, Past President and appropriate program convener.
- c) A Disciplinary Committee will interview, in an appropriate and timely manner, those involved in the alleged incident and any person(s) who have pertinent information.
- d) The Committee will report back to the Executive Committee with recommendations for actions to resolve the issues and penalties to be levied.
- e) An appeal of a decision of the Disciplinary Committee shall be made to the full Board.
- f) The Disciplinary Committee will receive any reports generated by the Grievance Committee that the Board deems necessary.

## **OMHA Code of Conduct**

This Code for Conduct identifies the standard of behavior which is expected of all OMHA members and participants, which for the purpose of this policy shall include all players, parents, coaches, officials, volunteers, directors, officers, committee members, conveners, team managers, trainers, administrators and employees involved in OMHA activities and events.

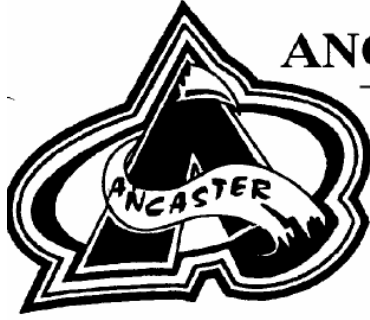
OMHA is committed to providing an environment in which all individuals are treated with respect. Members and participants of OMHA shall conduct themselves at all times in a manner consistent with the values of OMHA which include fairness, integrity and mutual respect.

During the course of all OMHA activities and events, members shall avoid behavior which brings OMHA or the sport of hockey into disrepute, including but not limited to abusive use of alcohol, use of non-medicinal drugs and use of alcohol by minors.

OMHA members and participants shall at all times adhere to OMHA's operational policies and procedures, to rules and regulations governing OMHA events and activities, and to rules and regulations governing any competitions in which the member participates on behalf of OMHA.

Members of OMHA shall refrain from comments or behaviors which are disrespectful, offensive, abusive, racist or sexist. In particular, behavior which constitutes harassment or abuse will not be tolerated, and will be dealt with under OMHA's Harassment Policy.

Failure to comply with this Code of Conduct may result in disciplinary action in accordance with the Discipline Policy of OMHA. Such action may result in the member losing the privileges which come with membership in OMHA, including the opportunity to participate in OMHA activities and events, both present and future.



# ANCASTER MINOR HOCKEY LEAGUE

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Ancaster Minor Hockey League adheres to the City of Hamilton Zero Tolerance Policy and this policy supercedes all other Codes of Conduct in the Ancaster Minor Hockey League Manual of Operations.

City of Hamilton  
Zero Tolerance Policy for Violence in Recreational Properties Facilities Policy:

## Policy Statement:

The City of Hamilton's recreational properties and facilities, including but not limited to arenas, recreation centers, outdoor pools and parks sport pitches, exist to provide residents with opportunities to participate in sport and other recreational activities in a safe and positive environment. Prominent among residents making use of the recreational properties and facilities are the children of Hamilton. The City will ensure the most supportive climate possible for Hamilton children, so that they can enjoy their sport, and learn about competition, teamwork, sportsmanship and fair play.

As with many Ontario communities, Hamilton's minor sport system is managed and operated by volunteers. These community-minded citizens contribute in many ways to the success of minor sport in Hamilton. It is the City's responsibility that they, too, have the ability to work in a safe and positive environment.

It is critical, then, for the City, through its Culture and Recreation Division to do all things necessary to ensure that measures are in place so that incidents of violent or inappropriate behavior do not occur in its recreational properties and facilities.

Included in this commitment is an understanding that organizations using City recreational properties and facilities must take PRIMARY responsibility for the behavior of all associated with them: players, officials and spectators.

## Section Seven

### Responsibilities

#### 7.1 Team Official Responsibilities

Team officials include individuals approved by the Board and registered as Head Coach, 2 Assistant Coaches, Trainer and Manager. The League will pay to register these carded officials for AMHL. No individual will be approved as a Team Official or a Practice Coach unless the Director of Coach and Player Development has made a recommendation. Approvals are subject to the individual obtaining a Police Check satisfactory to the Board in accordance with the following:

- a) All Head Coaches, Assistance Coaches, Trainers and Managers must have Police Checks.
- b) Head Coaches must have their Police Checks done by November 1st. If the Police Check is not done by this date, the Head Coach will not be allowed to coach until the Police Check is submitted.
- c) Assistant Coaches, Trainers and Managers of Rep teams must have their Police Checks done by December 1st. It is the Responsibility of the Head Coach to make sure this is done. If the Police Check is not done by this date the Head Coach and the member of the Coaching staff that did not comply with this procedure will not be allowed to coach, manage, or train until the Police Check is submitted.
- d) A Police Check needs to be completed every *second* year.
- e) If an official has a questionable police check, that individual will not eligible to act as one of the Head Coach, Assistant Coach, Manager or Trainer.
- f) Coaches, Trainers and Managers shall adhere to the OMHA Code of Conduct with Zero Tolerance for noncompliance.
- g) All Head Coaches, Assistant Coaches, Trainers and Managers must attend an OMHA Speakout Clinic. The League sanctions the OMHA Speakout program, as outlined in the OMHA Manual of Operations. The League recommends that all active members of the AMHL attend a Speakout seminar. This seminar addresses abuse and harassment, dressing room policies, transportation policies etc.

## 7.2 Responsibilities of a Coach

- a) All coaches must conduct themselves in a manner which will reflect the high standards of Ancaster Minor Hockey. They need to acquaint their team members with the CHA, OMHA and Ancaster Minor Hockey regulations.
- b) Ensure the proper observance of the AMHL By-Laws.
- c) Teams are responsible for all costs associated with an exhibition game.
- d) The coach has a right to discipline a player for not observing any agreed upon team rules. Disciplinary action may also be taken for a lack of respect for authority, self control under pressure, or acceptance of the officials' decision(s). Any further actions should be reviewed with the appropriate Director for approval.
- e) Discipline must be progressive in nature and the Board must be made aware of any discipline that results in a player missing a period of hockey. Notice is to be given to the appropriate Director.
- e) Coaches must stay out of the Referee's Room.
- f) Coaches must provide a completed signed game sheet to the game timekeeper or the referee prior to the commencement of the game.
- g) Coaches will report all Match Penalties and Suspensions (Player and Coach) to the Divisional Convener immediately.
- h) Coaches are responsible for ensuring that all coaches, assistant coaches, trainers or any person on the ice during any form of practice, or game is wearing a regulation hockey helmet.
- i) Coaches, Trainers, Managers or any person assisting on the ice, is required to have their name registered with AMHL for insurance purposes. As these permits must be purchased by the League, selection should be limited.
- i) Coaches will not permit the presence or consumption of alcoholic beverages or the presence of unprescribed drugs at any game, practice or another League function or where prohibited by law.
- j) Coaches are responsible for the conduct of their players and will be held accountable for damages while specifically under their supervision.
- k) Head coaches are to ensure that assistant coaches are at least 16 years of age and are at least 4 years older than the players they are coaching.
- l) It is recommended that coaches and parents hold a meeting at the start of the season, along with the players, to discuss the plans and aims for the season.
- m) Head coach must submit a detailed final accounting of all expenditures to the parents, the proper Convener of the league and the Director of Coach and Player Development.

### **7.3 Responsibilities of Trainers**

- a) Trainers are to be certified and carded, and are to conform to HTCP rules and procedures only.
- b) Trainers must inform the coach of the condition of players.
- c) Trainers must keep up-to-date records on players and emergency contact information.
- d) Trainers must keep records of individual player needs (ie. Asthma medication)
- e) Trainers must immediately file an accident report on any incident that necessitates a player being taken to an emergency health facility, or a player missing one or more games.
- f) When a player requires Medical attention, a Doctor's release is required before the player may return to practice or play.

### **7.4 Responsibilities of Managers**

- a) Managers will assist the other Team Officials with off-ice activities.

## **Section Eight**

### **On-Ice Officials**

- 8.1 It is understood that House league is the training ground for officials and administered by the League.
- 8.2 Officials for the House league and Rep games will be co-ordinated by the Referee-in-Chief.
- 8.3 No official can be involved in a House league game unless he is carded through the OMHA.
- 8.4 Officials are remunerated according to current OMHA and AMHL guidelines.

**Section Nine**  
**Subsidization Policy**

9.1 To encourage League team and game officials to obtain the highest levels possible, the League will subsidize clinic participants up to one hundred percent (100%) subsidization.

All subsidization will be forwarded after the participant has successfully passed the course.

**Section Ten**  
**Fundraising**

10.1 All money raised must be for the betterment and development of the players.

10.2 Details of fund-raising activities must be submitted to the Board with the team budget prior to the first league game.

**Section Eleven**  
**Sponsorship**

11.1 No Breweries, Distilleries, Wineries or Tobacco Companies will be permitted to sponsor any team in the League.

11.2 All approved sponsorships shall be for a one (1) year duration.

11.3 All clothing and equipment etc shall be of a type and standard approved by the League.

11.4 It shall be the sole responsibility of the Director of Sponsorship to obtain and allocate the necessary number of sponsors for the House league Divisions.

11.5 Only one sponsor name is permitted to be displayed on Rep team sweaters. This does not preclude a team from obtaining multiple sponsors.

11.6 Sponsorships will be granted under the stipulation that it is solely a financial sponsorship and does not imply or afford the sponsor further involvement with the team.

11.7 Members should contact the Director of Sponsorship if a specific sponsor wishes to support one of their teams. The Director of Sponsorship will follow up with the sponsor.

11.8 All sponsors must be identified and all monies accounted for with the Team Operating Budget submitted to the Board.

11.9 Sponsorship money must be used for player development.

## Section Twelve

### Awards Day

#### Major Awards for Ancaster Minor Hockey League

- 12.1 The **Lee Revill Award** for the most improved Novices. This award displays all the names of the winners from the ESSO MOST IMPROVED NOVICE presentations in the current year. There is one player from every house league and rep novice team. There is no keeper trophy.
- 12.2 The **Precision Collision Most Sportsman-like Award** is awarded to the ATOM player of the year who displayed good sportsmanship. The winner is to be picked from the winners of the TD/Canada Trust Good Sport Award by the Director of Junior House League. A keeper award is obtained and presented.
- 12.3 The **Stephen Lock Memorial Award** is for the Most Sportsmanlike and Most Valuable player of a Pee Wee team. This award will be alternated between a house league (odd year) and rep player (even year). A miniature replica is to be given to the player as his/her own personal award.
- 12.4 The **Lynn Williamson Bantam Good Sportsmanship Award** is awarded to the Bantam player of the year who displayed good sportsmanship for his/her current year of play. The winner is to be picked from the winners of the TD/Canada Trust Good Sport Award. A keeper award is obtained and presented.
- 12.5 The **William Hazell Midget-Juvenile Award** is awarded to the most sportsmanlike player in both the Minor Midget and Midget-Juvenile divisions. The selection is to be made from the winners of the TD/Canada Trust Most Sportsmanlike winners. A keeper award is obtained and presented.
- 12.6 The **May Johnstone Memorial Midget Rep Award** is awarded to the Best Defensive player of the Midget Rep Division of the current year. The selection is made by the Midget Rep coach. The donor of this award is unknown. The criteria of this award include: a steady player, a good team player, a player who sets a good example and who the coach enjoys having on the team. This award is for a defenseman, a goalie or a defensive forward. A keeper award is obtained and presented.
- 12.7 The **Alex Zalusky Memorial Coach of the Year Award** is available to all coaches in Rep and House League. It is to be presented at the same time as the Stephen Lock, The Hall of Fame and the Larry Dufour awards. The Directors of House League and Rep plus the President will make recommendations to the Executive. This award is based on: attendance at games and practices, years of service, attitude towards players and officials, allotment of ice time to players, obeying rules of the league re: shifts, ice time and exhibition games, cooperation with the Board (such as fundraising, money collection, pictures and winning record). A keeper award is obtained and presented.
- 12.8 The **Hall of Fame award** was donated by the Ladies Auxiliary to be presented at the same time as the Alex Zalusky, Stephen Lock and Larry Dufour Trophies. It is awarded to someone who has contributed to Ancaster Minor Hockey through years of dedicated service. Nominations for this trophy will be selected by the Board. A keeper award is obtained and presented.
- 12.9 The **Larry Dufour Memorial Award** is presented yearly to the best goalie in Ancaster Minor Hockey alternating between Rep (odd year) and House League (even year). Each coach will nominate their goalie meeting the following criteria: skills, sportsmanship, and team player, attendance at practices and games and goals against average. All names to be presented to the Executive for final selection. A keeper award to be obtained by Patti Dufour and presented at the same time as the Stephen Lock Award.

- 12.10 The **Fred Scione Memorial Award** is presented yearly to the Outstanding Defensive Player for the Major Pee Wee rep team. The selection is made by the Major Pee Wee coach. The award is presented to the player that best exhibits the following qualities: hard work, dedication and great all round defensive play. A keeper award is obtained and presented.
- 12.11 The **Timex Community CHA Coach of the Year Award** is presented yearly to the AMHL Coach that best displays the following qualities: Shows respect for officials, opponents and parents, espouses a philosophy of fair play, demonstrates concern for all-round development of the athlete and generally presents a positive image in his/her role as coach. This award will be alternated between rep (odd years) and house league (even years). The certificate and medallion are obtained and presented.
- 12.12 **TD/Canada Trust Good Sport Awards:**  
These awards are given to the players in the Novice, Atom, Pee Wee, Bantam, Midget and Midget- Juvenile Rep and House League divisions, in the interest of building good sportsmanship. TD/Canada Trust offers the award to the individual on each team who best demonstrates the qualities of a good sport. The winner will be chosen at the conclusion of the season, by the team coach or a vote of the players. "It's not whether you win or lose, but how you play the game".
- a) Give your best at all times
  - b) Play fair
  - c) Display self-discipline
  - d) Show good team spirit
  - e) Display a willing and helpful attitude towards teammates, coaches and officials
  - f) Accept responsibility for yourself and the team by being on time and ready to play
  - g) Display a positive attitude in defeat as well as in victory
- 12.13 **Esso Medals of Achievement**  
These awards are given to three players per team in the Novice, Atom, Pee Wee, Bantam, Midget and Midget-Juvenile Rep and House League divisions. These awards are given for "Most Improved", "Most Sportsmanlike" and "Most Dedicated" player. These awards are offered to all hockey teams recognized by the CHA or its affiliates. The only stipulation is that the team must have been active throughout the entire hockey season and that the awards must be presented to all recipients upon completion of the hockey season.

## AWARDS

### Player Selection Form

Please indicate two (2) choices for each award, one of which may be yourself.

#### 1. TD/Canada Trust Good Sport Award

TD/Canada Trust offers the award to the individual on each team who best demonstrates the qualities of a good sport. "It's not whether you win or lose, but how you play the game". The following are qualities that are displayed by the winner:

1. Give your best at all times.
2. Play fair.
3. Display self-discipline.
4. Show good team spirit.
5. Display a willing and helpful attitude towards teammates, coaches and officials.
6. Accept responsibility for yourself and the team by being on time and ready to play.
7. Display a positive attitude in defeat as well as in victory.

1st \_\_\_\_\_ 2nd \_\_\_\_\_

#### Esso Medals of Achievement

#### 2. Esso Most Improved

The player who, in your opinion, has improved the most since the start of this year.

1st \_\_\_\_\_ 2nd \_\_\_\_\_

#### 3. Esso Most Sportsmanlike

The player who, in your opinion, displays the most sportsmanlike attitude both on and off the ice.

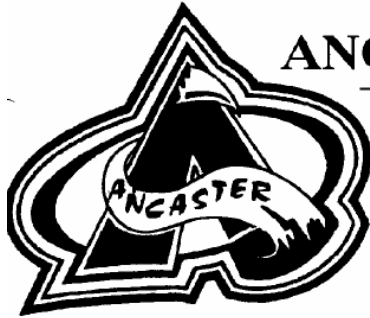
1st \_\_\_\_\_ 2nd \_\_\_\_\_

#### 4. Esso Most Dedicated

The player who, in your opinion, has been the most dedicated to the team.

1st \_\_\_\_\_ 2nd \_\_\_\_\_

Please return this to your coach as soon as possible.



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Ancaster Minor Hockey League encourages and believes in equal playing time for all players throughout the hockey season. Ancaster Minor Hockey League also recognizes the fact that Representative hockey is competitive and as such the coach of any team may at times elect to increase or decrease the ice time of some players in certain situations. By accepting a position on the Ancaster \_\_\_\_\_ Representative hockey team I acknowledge the fact that the coach has control over the amount of ice time that each player might receive and may result in unequal ice time between players. The OMHA Abuse and Harassment Policy clearly states that unequal ice time is not defined as abuse or harassment and therefore is not subject to a complaint.

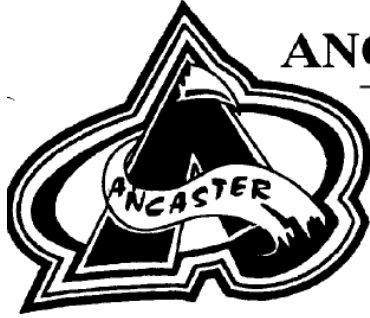
In supporting the needs of the AMHL and its goal to develop players the coach will be accountable to the Board to ensure a reasonable balance of ice allocation is achieved.

Players shall be entitled to experience ice time in all game situations through out the year as outlined in OMHA and Hockey Canada coaching guides.

Parent of Guardian signature \_\_\_\_\_

Coach Signature \_\_\_\_\_

Date:



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## Tender Document

This contract will not necessarily be awarded to the lowest bidder. Ancaster Minor Hockey League Inc., reserves the right to make changes to the product ordered and receive credit for or pay additional amounts as required.



Coach Selection committee criteria:

Principles and Guidelines for the role of Committee Members and Selection Process:

Overall AMHL Mission Statement is: ***Our Mission*** is to provide a grassroots hockey development program for youth in Ancaster, focusing on fun, physical fitness, skill development, team cooperation and fair play.

This committee will operate under the principles set out in the OMHA Coach Development Programs and Opportunities, as updated, and the OMHA Development guides found on the <http://www.omha.net/flash.asp> Development Programs link.

*Leaders in amateur hockey have a responsibility to ensure that the experience players receive through hockey is a positive one. The development of skills, physical fitness, cooperative sportsmanship, social interaction, physical activity, and above all, enjoyment of our sport are all common goals.*

Coach Selection process:

From the OMHA guideline there are a series of processes to follow for the Coach Selection process

- Selection Committee formed (December)
- Recruitment (Ongoing)
- Application review (written - Mid February)
- Short list
- Selection candidate interviews
- Finalization of candidates (Mid March)
- Notification and appointment
- Initial Coach meeting
- Assess / Mentor through out season
- Evaluate Selection process

The AMHL will not accept incoming coach applications for any teams that have qualified applicants on file beyond the original submission date. Teams that are still without qualified applicants will be open for submission up to a date to be determined by the committee.

Committee structure dictates that any member who has a child trying out in that division (Atom, PeeWee, etc), must declare a conflict of interest and excuse themselves from the evaluation process. In the event that the Director of Coach and Player Development declares a conflict the Acting Chair position shall be assigned to the Director of Rep Hockey and OMHA Contact.

Evaluations across a specific division shall be done by a subset of the committee and it is preferred that group evaluates the entire applicant pool for that division. A preferred minimum of 3 members shall be present at the interview.

Applicants will get rated in the following manner:

Previous Experience

- Relevant Head Coaching
- Relevant Assistant Coaching

Coaching Certifications

Interview Process

- Technical component
- Interview

Non Parent (preference if scores are reasonably equal)

In the event that candidates score within 10 % of each other the committee reserves the right to consider additional factors such as past performance, suitability of parent / child placement, length of time with existing team and references / background checks.

Applicants with children on the team they wish to coach will be subject to the following policies:

- Applicant's children must rate in the upper 66% of the team they are playing for currently. I.e.: A current coach of a Minor PeeWee AA team with a child that plays defense. The player must be in the top 4 defensemen on the team as rated objectively by the Directors of the Board and external evaluators.
- If the applicant's child rates in the lower 33% or is a goaltender they will be awarded the team on a provisional basis. During tryouts independent evaluators obtained by the AMHL will assess the child's ability to determine if the player is selected to the team. The Selection committee will then finalize the coach selection process.
- This ensures correct balance between coach applicants and opportunities for all AMHL players. In the event there are no other qualified applicants the coach selection committee reserves the right to assign teams to the highest qualified applicant.

The tie breaking rules of the AMHL standing committee rules will be adopted by this selection committee.

Applicants that the committee selects as the primary choice for a given team will be contacted by the committee after executive board approval and offered that team for the upcoming season. Upon the applicant's acceptance of the team, non successful applicants will be contacted immediately to notify them of the committees' decision.

All applicants will be given feedback on why they weren't successful.



# ANCASTER MINOR HOCKEY LEAGUE

## COMPLAINT FORM

**IMPORTANT!** Please print neatly

Submit appeal forms with payment attached to either:

1. By Mail to: Ancaster Minor Hockey League, Attention: Vice President,  
P.O. Box 10003, 27 Legend Court, Ancaster, Ontario L9K 1P2, or

2. In person delivery to: Ancaster Minor Hockey League, Attention: Vice President  
Deposit in AMHL Mail Box, Morgan Firestone Arena, Jerseyville Road, Ancaster, Ontario

Complainant Surname (Player): \_\_\_\_\_ Date of Birth: \_\_\_\_\_ (Day/Month/Year)

Complainant First Name: \_\_\_\_\_ Division (i.e., Atom) if known: \_\_\_\_\_

Address; (Incl. #, street name, Lot & Con.): \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Complaint filed by: (Please Print): \_\_\_\_\_

Contact Information: Tel. (Residential): \_\_\_\_\_ Tel (Business): \_\_\_\_\_

Email: \_\_\_\_\_ Fax (if applicable): \_\_\_\_\_

Complaint (Describe in sufficient detail):

\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ (Day/Month/Year) Signature: \_\_\_\_\_

Type of Complaint submitted to be heard and Applicable fee payable on filing complaint (circle one):

**Written complaint \$25.00\*    In Person complaint \$50.00\***

\*The AMHL board may in its discretion waive the related fee.

**PRIVACY STATEMENT:** The information requested on this form is required by the Ancaster Minor Hockey League (AMHL) and its executives, employees, coaches, trainers, referees and volunteers) for registration purposes and to administer the rules and regulations of the AMHL and OMHA (as applicable) and provide notification of any upcoming events or other activities. In order to do so, the AMHL, may, if required request proof of a player's identity, address and date of birth.



# ANCASTER MINOR HOCKEY LEAGUE

## APPEAL FORM

**IMPORTANT!** Please print neatly

Submit appeal forms with payment attached to either:

1. By Mail to: Ancaster Minor Hockey League, Attention: Vice President,  
P.O. Box 10003, 27 Legend Court, Ancaster, Ontario L9K 1P2, or

2. In person delivery to: Ancaster Minor Hockey League, Attention: Vice President  
Deposit in AMHL Mail Box, Morgan Firestone Arena, Jerseyville Road, Ancaster, Ontario

Appellant Surname (Player): \_\_\_\_\_ Date of Birth: \_\_\_\_\_ (Day/Month/Year)

Appellant First Name: \_\_\_\_\_ Division (i.e., Atom) if known: \_\_\_\_\_

Address: (Incl. #, street name, Lot & Con.): \_\_\_\_\_ City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Appeal filed by: (Please Print): \_\_\_\_\_

Contact Information: Tel. (Residential): \_\_\_\_\_ Tel (Business): \_\_\_\_\_

Email: \_\_\_\_\_ Fax (if applicable): \_\_\_\_\_

Item of Appeal (Brief description and basis of Appeal, and relief requested): \_\_\_\_\_

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Date: \_\_\_\_\_ (Day/Month/Year) Signature: \_\_\_\_\_

Type of Appeal requested to be heard and Applicable fee payable on Appeal (circle one):

**Written appeal \$25.00\***

**In Person appeal \$50.00\***

\*The AMHL board may in its discretion waive the related fee.

**PRIVACY STATEMENT:** The information requested on this form is required by the Ancaster Minor Hockey League (AMHL) and its executives, employees, coaches, trainers, referees and volunteers) for registration purposes and to administer the rules and regulations of the AMHL and OMHA (as applicable) and provide notification of any upcoming events or other activities. In order to do so, the AMHL, may, if required request proof of a player's identity, address and date of birth.