

**RAT RIVER (SAINTS)
MINOR HOCKEY ASSOCIATION (RRMHA)
POLICIES**

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RAT RIVER MINOR HOCKEY ASSOCIATION POLICIES

A. MISSION STATEMENT

We, the Rat River Minor Hockey Association, have made a commitment to do everything in our capacity to ensure that every child from St. Malo, St. Pierre, the Municipality of DeSalaberry and the district as per Eastman Minor Hockey who desires to participate in minor hockey has the opportunity to do so. By working more cooperatively, our communities can not only ensure that each child has the opportunity to play hockey, but will also ensure the viability of the arenas in both St- Pierre-Jolys and St. Malo.

B. AIMS AND OBJECTIVES

1. To develop the youth by offering a recreational and athletic curriculum which promotes, encourages, and teach social and athletic skills, discipline, teamwork and camaraderie.
2. To ensure that all youth, regardless of ability, sex, race, colour or age will be provided the opportunity to participate in amateur hockey.

C. MEMBERSHIP

In general, members shall be those persons and their families who reside within the boundaries of the Rat River Minor Hockey Association. as per Eastman Minor Hockey Association.

D. PHILOSOPHY

The philosophy of the Rat River Minor Hockey Association (RRMHA) is to develop individual hockey players within a team concept to the extent of his/her physical abilities and interests.

E. MEMBERSHIP PARTICIPATION & FEES

1. Members may participate in any organized activity provided:
 - accommodation in the activity is available;
 - members register before the registration cut-off date;
 - members pay a registration fee.

2. The registration fee is determined by the executive and is used to help offset activity costs such as:
 - league registration fees;
 - insurance costs;
 - coach costs;
 - facility costs;
 - referee costs;
 - administrative costs.

Additional costs from items such as equipment, uniforms, etc. may be funded through fundraisers, increased fees, or a yearly surplus.

3. Members may cancel their participation in any activity at any time by contacting the RRMHA (see *F. Sport Policies, number 3. Refunds*).

4. All players registered in Rat River Minor Hockey Association must be paid in full at the time of registration. In the case where specific arrangements have been made to pay in installments or by postdated cheques, the final payment date shall be no later than December 1st. 3 post dated cheques must be made out for 33% each of annual fee at time of registration dated - Oct. 1st, Nov. 1st, & Dec. 1st. All unpaid registrations effective December 16th of each year will be prohibited from participating within the Association as an active member. Deposits or previous installments will be withheld by RRMHA and individuals charged on a prorated basis for the actual ice time up to and including November 30th.

5. Members are obligated to perform canteen duty as defined by their home arena (St. Pierre Recreation Committee or St. Malo Arena Committee).

F. SPORT POLICIES

1. Registration

No player may participate in a practice or a game before having completed their registration and supplied their fees. NSF cheques will not be tolerated and will be dealt with on an individual basis by the Executive.

2. Late Registration

No late registration dates or fees set at this point.

3. Refunds

A refund of the registration fee will be provided on a pro-rated basis less the insurance portion. After December 31st no refunds will be granted.

4. Protective Equipment

The proper protective equipment, as specified by Hockey Manitoba, must be worn at all games and practices.

5. Age Advancements

Normally age advancements will not be allowed. Where it would permit the formation of a team otherwise not feasible, age advancement will be considered on its individual merit, by the Executive, and will be for one sport season only. All age advancements must be approved in writing by the player, the parents and the executive.

6. Transfers

All transfer requests must be directed to the President and/or Registrar of RRMHA. In contentious cases, the approval of the executive is required.

i. Transfers In

Where players have the opportunity to play at their home club, transfer requests will not normally be considered except as directed by the area association. When warranted, once players are transferred in, they will be assigned to a team suitable to their ability level.

ii. Transfers Out

Players residing in the area that request to play at another center will not automatically be granted that request. RRMHA must give consideration to all roster needs of its own teams and the transfer requirements of the sports associations concerned. After these concerns are addressed, the Executive will consider approving a transfer request.

NOTE: A request for a transfer out or a transfer in from a member who has recently moved will be strongly considered.

Transfers will be considered for a number of reasons:

- individual family circumstances (single parent, shift work);
- possible player/coach or player/player conflict;
- space available on teams.

7. Players' Discipline

Coaches have the responsibility of maintaining just and reasonable discipline within their teams. Disciplinary action must be taken in the following situations:

- a) poor sportsmanlike behaviors;
- b) refusing to follow instructions;
- c) failure to attend practices/games without adequate notice or reason;
- d) jeopardizing the safety of himself/herself or others.

Disciplinary action may include:

- a) extra skill-oriented drills;
- b) dismissal from a practice or game;
- c) suspension from future game(s);
- d) dismissal from the team.

Coaches/parent representatives must make a reasonable attempt to inform the player's parents of the difficulties being encountered and of the disciplinary plan being pursued. Suspension from future game(s) will occur only after consultation with the President of Minor Hockey or his/her designate.

8. Playing Time

All players are to be granted reasonable equal playing time. There will be no discrimination against players for any reason, including ability. Coaches have the discretion to use players during a game in accordance with game circumstances. While coaches may not be able to provide equal playing time for each player in every game, they must however, endeavor to equalize playing time over the course of a season exclusive of disciplinary situations outlined in 7 above.

9. Coaching Discipline

Anyone who feels that a coach is not following the guidelines as listed may approach the President, Vice-President, or Coach Co-ordinator to discuss the matter.

Disciplinary action may be required in some situations:

- poor sportsmanlike behaviors – abuse of officials, coaches, opposition, team players, spectators, etc.
- refusing to follow RRMHA policies;
- jeopardizing the safety of self and/or others;
- not treating players in a fair and equitable manner.

Disciplinary action could be:

- a written warning;
- possible suspension: game, season or indefinitely.

10. Tournaments

Teams are encouraged to host at least one tournament per season. As well, teams are encouraged to enter their teams in other local tournaments. This must be done with the approval of the participants' parents.

11. Camera Policy

No cameras are allowed in the dressing room area. Please refer to the *Constitution of the Eastman Minor Hockey League's "Cell Phone Policy"*. This policy applies to all players, parents, coaches, managers, etc.

12. Dressing Room Policy

Male and female players Minor PeeWee and higher may not change in the same room at the same time. It is the responsibility of the coach to ensure that all are involved in both pre-game and post-game activities. This is per Eastman's Motion 2013.03; for more information refer to the *Constitution of the Eastman Minor Hockey League's "Dressing Room Policy (All Minor Hockey)"*.

G. CODES

The RRMHA adheres to the following codes:

- Player's Code;
- Coaches' Code;
- Parent's Code;
- Spectator's Code.

i) 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 the captain or coach ask any necessary questions.
- 4) Control your temper – no 'mouthing off', breaking things, throwing sticks 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 by your team or your opponents.
- 7) Treat all players as you yourself would like to be treated. Don't interfere with, bully, or take unfair advantage of any player.
- 8) Remember that games are to have fun, improve your skills and feel good. Don't be a show-off or always try to get the most points or penalties.
- 9) Co-operate with your coach, teammates, officials and opponents, for without them you wouldn't have a team or a game.

ii) COACH'S CODE (ETIQUETTE, DISCIPLINE AND RESPONSIBILITIES)

- 1) Develop player skills and abilities.
- 2) Be reasonable in demands on the young player's time, energy and enthusiasm. Remember they have other interests.
- 3) Avoid over-playing the talented players. The 'just average' players need and deserve equal time.
- 4) Remember that children play for fun and enjoyment. Winning is only part of why they play, an important part, but so is the 'fun'. Never ridicule or yell at the children for making mistakes or losing.
- 5) Ensure that the equipment and facilities meet safety standards and are appropriate to the age and ability of the players.
- 6) Scheduling, length of, and the number of practices and competitions should take into consideration the maturity level of the children.
- 7) Develop team respect for the ability of opponents, as well as for the judgment of officials and opposing coaches.
- 8) Follow the advice of a physician when determining if an injured player is again ready to play.
- 9) Remember that children need a coach they can respect. Be generous with your praise when deserved and set a good example.
- 10) Make a personal commitment to keep yourself informed on sound principals concerning the growth, development and coaching of children.
- 11) Try to maintain good parental conduct at games.

iii) PARENT'S CODE

- 1) Do not force any unwilling child to participate in sports or other unwanted activities.
- 2) Remember that children are involved in organized sports for their enjoyment not yours. They are not miniature pro athletes.
- 3) Encourage your child always to play by the rules.
- 4) Teach your child that honest effort is as important as victory so that the result of each game is accepted without undue disappointment.
- 5) Turn defeat into 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.
- 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 officials' and/or coaches' judgment and/or 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 of their time and resources to provide recreational activities for your child.
- 10) Be on your best behavior. Be a good role model. Don't use profane language or harass payers, coaches or officials.
- 11) Show respect for your team's opponents. Without them there would be no games.

NOTE: The coach has the permission of the RRMHA to bring to the attention of the executive, poor behavior by any person attending a game or activity.

iv) 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. Don't 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 game.
- 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 always to play according to the rules.

H. SUCCESS

Success at RRMHA may be measured in any number of ways, all equally valid. The executive is responsible for evaluating the success of the hockey programs offered, and ensuring that a balance is maintained in striving for “success”; that winning at all costs is not success, but successful participation and improvement by individuals and teams is the true measure of success.

I. BOARD

The RRMHA Board is formed by members of the Association. The Board is responsible for developing and administering policy and raising funds, as well as promoting and running a strong hockey program.

The Board will plan to hold monthly meetings from September through April. From May to August the Board will meet only if they fill it necessary. Meetings are held to review the general day to day business of the Association and to consider new ideas and methods to further the aims and objectives of the Association.

The Board will set its next meeting well in advance and will post the meeting dates on the website at least 2 weeks prior to the meeting. Members with an issue to bring to the Board’s attention can send in their request, in writing, at least one week prior to the meeting for their item to be placed on the Board’s agenda.

J. JERSEY POLICY

All Rat River players must provide their own jersey for practices. The Rat River game jerseys are the property of the RRMHA and are only to be worn for games. All Rat River game jerseys are to be kept in the jersey bags provided.

Any RRMHA jerseys that have been damaged are to be reported to the manager immediately, who will then report the damage to the Board.

K. FUNDRAISING / CONTESTS

There shall be no individual team fundraising projects without the prior approval of the Board. All fundraising/contest results must be reported to the Board after the event is completed.

All 50/50 proceeds from league games remain the property of the team and are added to the team funds.

L. TEAM REPRESENTATIVES

Team representatives will be invited to attend 2 Board meetings per season to report on their team's status, as well as to discuss any team issues/concerns they have.

Team representatives may also be requested by the Board to attend the Eastman League Meetings that pertain to their team.

M. MANAGER'S DUTIES

The manager is required to look after a number of the duties that are required to run a minor hockey team and allow the coaches to focus their attention on the players. Remember, you are all working together for the team's best interests.

- Pay refs
 - o RRMHA will provide each manager with the funds covering the ref fees during the year. All fees and mileage are to be logged and submitted to the treasurer at the end of the season.
- Look after Game Sheets (home games).
 - o Help with line-up & give to opposing team.
 - o Ensure one (1) sheet is given to the opposing team and one (1) is sent to the league statistician.
- Look after the 50/50 money for the team.
- Liaise between coaches & parents.
- Represent team (when requested) at board meetings.
- Line up or cancel games & practices. Inform:
 - o Arena manager
 - o Ref in Chief(s)
 - o League Statistician
 - o Ice Convener
- Help organize tournament:
 - o Complete Tournament Sanction Form & send to zone registrar or give to the RRMHA Registrar.
- Look after team jerseys.
- Enter teams in tournaments with approval of coaches and parents.
- Provide coaches & parents with practice & game schedules.

APPENDIX A / Board Member Duties

1. President

- i. To represent the association at league meetings
- ii. Prepare the meeting agendas

2. Vice President

- i. To assume all Presidential duties whenever the President is not present or unable to do so
- ii. Obtain game sheets for the teams
- iii. Liaison between RRMH and Southwest Jets team.

3. Treasurer/Registrar (honorarium)

- i. Shall receive an honorarium as decided by the Board
- ii. Registration fees
- iii. Ice Fees
- iv. Roster each team
- v. Attain player/official's required documentation
- vi. Meet roster (provincials & tournament) deadlines
- vii. Provide & be aware of all League requirements

4. Secretary/Fundraising Co-ordinator

- i. Meeting minutes
- ii. Responsible for the co-ordination and operation of all fundraising activities within the Association.
- iii. Update Policies and constitution as needed.

5. Ref & Chief (honorarium)

- i. Shall receive an honorarium as decided by the Board
- ii. Must have their referee certification
- iii. Attend all referee meetings
- iv. Use Goalline's referee website to coordinate & schedule the referees
- v. Coordinate certification of the referees
- vi. Be on the ice with new referees at least twice in a season
- vii. Evaluate all referees at least once in the season to provide guidance and uniformity among our refs.

6. Coach & Chief

- i. Line up coaches according to coaches applications
- ii. Provide coach applications to the Board
- iii. Arrange for proper certification for all coaches, safeties, managers.

7. Ice Convener

- i. Attain ice times from both arenas
- ii. Schedule practices (based on RRMHA formula)
- iii. Provide game ice times to Eastman
- iv. Keep contact and be aware of what each team is doing
- v. Communicate with the treasurer on ice billings.

8. Equipment Convener

- i. Jerseys
- ii. Socks
- iii. Goalie equipment
- iv. Control of equipment rooms
- v. Pucks
- vi. First Aid Kits
- vii. Inventory at the beginning and end of the season
- viii. Provide a wish list of what is needed for the upcoming season(s).

9. Player Development

- i. Create/ Review/ Evaluate the RRMHA program to encourage and enhance player development.
- ii. Produce a core list of skills for players to strive to master at each level.
- iii. Work with the Coach Co-ordinator to ensure that coaches are able to teach these core skills to the players and promote strong hockey skills.
- iv. Promote uniformity throughout the Association regarding player and coach development strategies.

10. Social Media co-ordinator

- i. Responsible for maintaining & updating the RRMHA website.

11. Member at Large

- i. Other duties as assigned