



Rules & Regulations

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1.0 Vision and Mission

The Crossfield Minor Hockey Association (“CMHA”) is the sole governing body of minor hockey in the Town of Crossfield and immediately surrounding area. The CMHA is a registered society in the province of Alberta. The CMHA is established to foster, promote, and develop organized minor hockey in the Crossfield community. It is through our program that the CMHA wishes to instil positive values and life skills in its youth by providing an opportunity to develop, promote and improve hockey skills in a positive environment for the children, parents, and volunteers of our community.

1.1 CMHA Vision

The CMHA dedicates itself to foster an environment so that any individual wishing to participate in minor hockey can do so in a safe, sportsmanlike and fun manner. The CMHA wants to address the fundamental values of the game:

- Shared respect for all participants of the game
- Development of the players involved in the game
- Fun while participating in the game

1.2 CMHA Mission

To provide a program that plays a significant role in the development of a young person’s values, morals, social maturity, physical and mental fitness. To promote acceptable conduct which provides:

- Respect for other participants
- Respect for the great game of hockey
- Respect for officials, coaches, parents and other volunteers
- Protection from harm
- Development of ethical conduct towards others
- Notions of justice, fairness and integrity
- Caring attitudes
- Freedom to enjoy
- Encouragement for team play, sportsmanship and fair play
- Encouragement for positive community spirit



2.0 Definition of Terms

The following terms and acronyms are used throughout this document:

CMHA	Crossfield Minor Hockey Association
AAHA	Alberta Amateur Hockey Association (“Hockey Alberta”)
CAHA	Canadian Amateur Hockey Association
The Board	Board of Directors – refers to the elected governing body of the Crossfield Minor Hockey Association
Board Member	An individual who has been elected to serve on the CMHA Board of Directors
CAHL	Central Alberta Hockey League

3.0 Conduct Management Plan – Zero Tolerance Policy

- 3.0.1 The CMHA has adopted a Conduct Management Plan and Codes of Conduct. Membership and participation in the CMHA is a privilege, not a right. Members, players, coaches, volunteers, officials, parents, and spectators are required to abide by the Bylaws and Rules and Regulations of the CMHA as well as the Rules and Regulations set forth by Hockey Alberta and the CAHA. Each player, parent, coach and official will be required to sign a Code of Conduct Pledge before they or their child will be allowed to participate in any hockey activities.
- 3.0.2 All members and participants of the CMHA shall respect other members, officials, parents, players, spectators, team officials, and volunteers. Any inappropriate conduct, threats, harassment, use of profanity, or abuse directed towards the game or team officials, volunteers, parents, players, or spectators will not be tolerated and will be subject to disciplinary actions.
- 3.0.3 All members and participants of the CMHA shall respect the game of hockey and shall behave in a manner so as not to make a travesty of the game.

3.0.4 Violation of any provisions set forth in the CMHA's Conduct Management Plan, CMHA's Rules and Regulations or Hockey Alberta Rules and Regulations will result in disciplinary action.

3.1 Code of Conduct - Coaches

3.1.1 Understand that you have an obligation to abide by the policies of the CMHA and that failure to do so could result in the loss of coaching privileges.

3.1.2 Make sure that your players understand and abide by the players' Code of Conduct.

3.1.3 Be reasonable in your demands on the young player's time, energy, and enthusiasm. Remember that they have other interests and being able to pursue those interests, as well as hockey, will help them maintain their enthusiasm and make them better hockey players.

3.1.4 Teach your players that the rules of the game are mutual agreements, which no one should evade or break. Without them there would be no game.

3.1.5 Teach your players that doing their best is as important as winning. Never ridicule or verbally put down a player for making a mistake or losing a competition.

3.1.6 At all times show respect - to all players, parents, coaches, and officials.

3.1.7 Follow the advice of a physician when determining when an injured player is ready to resume play. The player must obtain a letter from a physician authorizing play upon recovery from any serious injury (e.g. bone fracture).

3.1.8 Remember that players need a Coach they can respect and look up to. Be generous with your praise when it is deserved and always set a good example.

3.1.9 Make a personal commitment to keep yourself informed on sound coaching principles and the principles of growth and development in children. Attend all clinics and functions the CMHA may hold.

3.1.10 Treat the players as you would like to be treated.

3.1.11 A key goal is to help each player grow and develop as an athlete and as a person.

3.1.12 Obtain proper training and continue to upgrade your coaching skills.

- 3.1.13 Communicate with players and parents to ensure your common goals are one and the same.
- 3.1.14 Create a learning environment so players will experience success in improving individual and team skills.
- 3.1.15 Be sure that equipment and facilities are safe and match the athlete's age and ability.
- 3.1.16 Never come to any practice or game under the influence of any illegal substances, drugs, or alcohol. Such action may result in dismissal or suspension.

3.2 Code of Conduct - Parents

- 3.2.1 Players should be willing to participate - do not force an unwilling player to participate in hockey.
- 3.2.2 Remember that participants should be involved in organized sports for their enjoyment, not yours.
- 3.2.3 Encourage your son/daughter to always play by the rules and to resolve conflict without resorting to hostility or violence.
- 3.2.4 Teach your son/daughter that honest effort is as important as victory and that if you give your best, then you have won, regardless of the score.
- 3.2.5 Turn defeat to victory by helping your son/daughter work toward skill improvement and good sportsmanship.
- 3.2.6 Never ridicule or yell at your child for making a mistake or losing a competition.
- 3.2.7 Congratulate your son/daughter on his/her efforts and skill improvements, not just goals and assists.
- 3.2.8 Remember that players learn best by example. Applaud good plays and performances by either team.
- 3.2.9 Do not publicly question the official's judgement and never their honesty. Realize the officials are being developed in the same manner as the players.
- 3.2.10 Abuse of players, coaches, officials or volunteers will not be tolerated.
- 3.2.11 Actively support all efforts to remove verbal and physical violence from hockey.

- 3.2.12 Recognize the value and importance of volunteers. They give their time and resources to provide recreational activities for your son/daughter.
- 3.2.13 Be supportive and work with the Coach, do not provide advice to your son/daughter that is contrary to what the Coach is asking. If you have concerns talk to the Coach or Manager.
- 3.2.14 Be supportive of team functions and actively share in the duties required throughout the year.
- 3.2.15 Never attend any practice or game under the influence of any illegal substances, drugs, or alcohol. Such action may result in suspension of the parent.
- 3.2.16 Attend most practices and games.
- 3.2.17 Have players at the rink before games and practices at the Coach's specified times. Late arrivals disrupt the team.

3.3 Code of Conduct - Players

- 3.3.1 Play by the rules.
- 3.3.2 Respect the officials and their decisions. Let your Coach or Manager ask any necessary questions.
- 3.3.3 Control your temper. Mouting off, throwing tantrums, breaking or throwing sticks or other equipment shows a lack of discipline and has no place in sports.
- 3.3.4 Be a team player, work equally hard for your team and yourself.
- 3.3.5 Be a good sport. Appreciate all good plays whether they are from your team or your opponent. Show respect to all teams.
- 3.3.6 Treat all players as you would like to be treated. Interfering with, bullying, or taking advantage of any player shows poor sportsmanship and has no place in sports.
- 3.3.7 Remember that the objectives of the game are:
 - to have fun and enjoy the sport,
 - improve your skills, and
 - enjoy your team comradery.

- 3.3.8 Cooperate with your coach, teammates, officials, and opponents.
- 3.3.9 Never come to a practice or game under the influence of any illegal substances, drugs, or alcohol. Such action may result in dismissal or suspension of the player.
- 3.3.10 Attend practices regularly and be sure to listen and to do your best. Coaches and volunteers are giving their time for YOUR enjoyment.

3.4 Code of Conduct – Volunteers

The obligation of any volunteer within the organization is to set an example of honesty, integrity, fairness and trustworthiness for the young athlete.

- 3.4.1 Expect no special rights or privileges because you are a volunteer.
- 3.4.2 Understand that even though you may not agree with all CMHA policies or practices, as a representative of the organization, you have an obligation to publicly support them and at all times abide by them. If you do not agree with them you can work within the system to have them changed.
- 3.4.3 Accept that because you are a representative of CMHA, your actions, either positive or negative, reflect back on all of the other volunteers in the organization.
- 3.4.4 Base your decisions and actions on what is best for the majority of hockey players while respecting the rights of the individual.
- 3.4.5 Be prepared to listen and respond to any concerns brought to you.
- 3.4.6 Be prepared to listen to ideas from other people even though they may differ from your own.
- 3.4.7 Be open to new ideas. Judge ideas on their own merit and the benefit that they can bring to hockey.
- 3.4.8 Work patiently for improvement ... do not expect too much too quickly.
- 3.4.9 Be slow to anger and hard to discourage.
- 3.4.10 Be prepared to put in long, hard hours with little or no recognition except the self-satisfaction of knowing you have accepted a challenge many turn away from.

3.5 Code of Conduct – Officials

- 3.5.1 Ensure each player has a reasonable ability to perform to the best of his or her ability, within the rules.
- 3.5.2 Avoid or remedy any situation that threatens the safety of the players.
- 3.5.3 Maintain a healthy atmosphere and environment for competition.
- 3.5.4 Intimidation of any player either by word or action will not be permitted. Unacceptable conduct towards myself, other officials, players, coaches or spectators will not be tolerated.
- 3.5.5 At all times be consistent and objective in calling all infractions, regardless of personal feelings towards a team or individual player.
- 3.5.6 Be sure to handle all conflicts firmly but with dignity.
- 3.5.7 Accept role as teacher and role model for fair play, especially with young participants.
- 3.5.8 Be open to discussion with players before and after the game.
- 3.5.9 Remain open to constructive criticism and show respect and consideration for different points of view.
- 3.5.10 Obtain proper training to upgrade referee skills and knowledge.
- 3.5.11 Create a cooperative environment with coaches for the benefit of the game.
- 3.5.12 Never attend any game under the influence of any illegal substances, drugs, or alcohol. Such action may result in dismissal or suspension.

4.0 Mandatory National Liability Insurance

Liability insurance is provided for all Hockey Alberta players, teams, coaches, managers, referees, administrators and minor officials operating under the umbrella of Hockey Alberta and the CAHA.

Deviations from Hockey Alberta Bylaws and Regulations are not permitted as this may negate insurance coverage.

5.0 Registration and Fees

- 5.1 All players must be registered with the CMHA Registrar before being permitted to tryout, practice, or play in a game.
- 5.2 The Registrar, with the approval of the Board, will set all dates for registration. Any refund of fees will be prorated and assessed or refunded as designated by the Registrar and approved by the CMHA Board.
- 5.3 The Registrar, with the approval of the Board, will set the payment deadline dates but all fees must be paid in full by November 15th.
- 5.4 Any delinquent fees from a previous year owed to the CMHA must be paid in full on or before fall registration before the player will be permitted on the ice. There will be a \$20.00 fee for all NSF cheques received.
- 5.5 Late Registration - if a player wishes to register after the closing date, a late fee will be assessed by the Registrar. This fee will be set and advertised at the beginning of the season.
- 5.6 After January 15th of the current hockey season no refunds will be issued. Up to January 15th refunds will be granted by the CMHA on a prorated fee assessment. To qualify for the refund the player or the player's guardian must apply in writing to the CMHA Registrar stating the reason for leaving. Furthermore, the player's last ice time must be stated and verified by that player's Coach.

6.0 Player Eligibility

6.1 Player Categories

Hockey Alberta designates age categories as follows:

Midget	15, 16, & 17 years old
Bantam	13 & 14 years old
Peewee	11 & 12 years old
Atom	9 & 10 years old
Novice	7 & 8 years old
Initiation/Tyke	4, 5, & 6 years old

The player must reach the appropriate age by December 31st of the current year.

6.2 Player Movement

- 6.2.1 All players must register at their own age category. Movement will be considered by the CMHA Board only when the numbers dictate a need for movement or in special circumstances.
- 6.2.2 Players with the need for overage status may apply to the Board. Overage players will be considered on an exception basis and must be approved by the Board. Factors which will be considered for approval of overage status will follow Hockey Alberta guidelines in addition to any other factors which the parent may wish to bring to the attention of the Board in a written request for overage status. The Board will submit the request to CAHL and Hockey Alberta for approval. Overage status cannot be granted until all three (3) bodies approve the request – the CMHA, Hockey Alberta and CAHL.

- 6.2.3 Players will be considered for advancement based on exceptional abilities and must be ranked in the top 5 of their age category. Underage players must also be ranked in the top half of the top team in the higher age category into which they wish to move. For example, for Initiation/Tyke players acceleration will only occur where exceptional Tyke players rank in the top 50% of the top Novice team. The CMHA Board will determine if it is appropriate to move the player into the next higher age category based on input from the evaluators, and the player's evaluation score.

Deviation from this policy for purposes of completing rosters for teams where player numbers are restricted must be approved by the Board and tabled at the next Board meeting.

- 6.2.4 Falsification of age and/or address may result in a one (1) year suspension of the player from the CMHA.

6.3 Player Transfer To or From the CMHA

- 6.3.1 The CMHA has a boundary or service area recognized by Hockey Alberta including:

- North Boundary – Township Road 29-02 (292) West from Range Road 28-00 W4M to Range Road 2-05 W5M
- East Boundary – Range Road 28-00 (280) South from Township Road 29-02 (292) W4M to Township Road 280 W4M
- South Boundary – Township Road 280 West from Range Road 280 W4M to Range Road 25 W5M
- West Boundary – Range Road 25 (2-05) North from Township Road 280 W5M to Township Road 29-02 W5M

Any player residing within this boundary is eligible to play for the CMHA. The purpose of the boundary is to define the service area for all neighbouring associations.

- 6.3.2 CMHA players residing within the CMHA boundary requesting to transfer out of the CMHA to another association:
- a) Will not be allowed to transfer to another association if the CMHA player is participating at the Atom level or lower.

- b) Will be provided with a 'Letter of Permission' to try out for a different association team if the CMHA player is participating at the Peewee, Bantam, or Midget level and it is clearly a team of higher calibre than what the CMHA can offer (i.e. a 'AA' or 'AAA' level team). If a player is successful in tryout and the association verifies that the player will play for that team of the stated higher calibre for the season, a release will be provided to the player for that season.

6.3.3 Players, who are not CMHA members and who do not reside within the CMHA boundary, that request a transfer to the CMHA from another association must:

- a) Present to the CMHA Registrar a letter of Permission stating the player can try out for the CMHA team or present a 'Signed Release' from the player's present association. The player must fill out the registration information and have a parent/guardian sign. No fees will be collected until CMHA determines the player's status.
- b) The CMHA will then contact the player's association to ensure the player has no financial or other obligations and determine why the player wishes to transfer.

6.3.4 The CMHA Board will annually review and determine if the CMHA has the space to accommodate the player. Before any player is accepted the player's present association would be contacted.

6.3.5 If the player's present association has no team in an age category, the CMHA will still consult the player's association and Hockey Alberta.

6.3.6 Team Amalgamation – The CMHA, due to the number of players at any level or for any other reasons, may choose to form a team with another association. This would require approval of CAHL and Hockey Alberta.

6.4 Player Affiliation

A team may use affiliated players ONLY if the following rules are complied with:

- a) An affiliated player is to be used only for replacement of a sick, injured, or suspended player and/or to fill out line-ups for tournaments.
- b) The Coach wishing to use an "affiliated player" must follow the following steps:
 - Speak to the player's regular Coach to receive permission.
 - The Coach can then speak to the player's parents and obtain their consent.

- The Coach (wishing the affiliated player) may then approach the player to inquire whether the player wishes to play for the affiliated team.
- c) Hockey Alberta Rules and Regulations concerning affiliated players and cut-off dates must be strictly adhered to. The affiliated player may only participate in the maximum number of games allowed by Hockey Alberta. After the specified cut-off date, excluding any exhibition or tournament games, if it is proposed that the player play a game in excess of the maximum set out by Hockey Alberta this will be considered a "player transfer" and permission to do so must be obtained from the CMHA prior to the proposed transfer or game.
- d) The Coach using any Affiliated Player is fully responsible to track the number of games played and report it to the regular Coach when requesting permission to use that player for any subsequent games.
- e) The Coach using any Affiliated Player must ensure regular team players are being given equal ice opportunities.
- f) The use of Affiliated Players is considered a development opportunity for the Affiliated Player, and the regular Coach should make a reasonable effort to accommodate the request provided it does not create any conflict with upcoming games.
- g) The decision to affiliate team to team or team to player shall be made by the Coaches Coordinator with input from the Coaches and approved by the Board.

6.5 Female Players on Male Teams

- 6.5.1 All female players shall be provided with a suitable private dressing room, both at home and away arenas. Female players at Atom level or below can change in the same dressing room as the male players if they wish as long as there are always two (2) adults present in the dressing room.
- 6.5.2 The Coach must ensure all male players are appropriately dressed before and after the game or practice so the female player may enter the dressing room for team instructions, pep talks, etc.

7.0 Team Selection

The CMHA believes "A", "B" and "C" teams should be selected in the Novice, Atom, Peewee, Bantam, and Midget levels. The philosophy is the "A" Team will enable players of a higher ability an opportunity to excel. The "B" and "C" teams will enable players to play at a competitive level and further develop their skills. The division of Tyke players will be determined by the Coaches at the beginning of the season.

7.1 "A" Team Selection

- 7.1.1 To select the "A" team, the CMHA will strive to ensure players with the highest ability, dedication and personal discipline will be selected to the team.
- 7.1.2 The selection process will be predetermined by the Director of Hockey Development and hold the approval of the Board.
- 7.1.3 If necessary a Selection Committee will be formed of individuals not related to the players and each member will have a strong knowledge of the game. This will be the decision of the CMHA prior to player evaluation.
- 7.1.4 If a Coach is unrelated to any player he/she could be part of the Selection Committee at the beginning of the process.
- 7.1.5 There will be a cut-off date (on or around October 15th) set annually by the CMHA for final player selection.
- 7.1.6 The selected Coach of the "A" team will be allowed the decision of final player selection.

7.2 "B" and "C" Team Selection

- 7.2.1 After the "A" team has been chosen the remaining players will comprise the "B" and "C" team(s).
- 7.2.2 The Coaching Coordinator will provide a process approved by the Board to assist Coaches jointly to rate and select players.
- 7.2.3 The player selection cut-off date will be set annually by the CMHA.

7.3 Number of Players

- 7.3.1 For league play the CMHA will only allow a team to play with a minimum of ten (10) players and a maximum of nineteen (19) players.
- 7.3.2 For provincial play a team must have a minimum of twelve (12) players and a maximum of nineteen (19) players carded.
- 7.3.3 In the event there are too few players for a team the CMHA Board will make all efforts to:
- Accommodate players by moving them to different categories with the approval of the parents and the Central Alberta Hockey League.
 - Try to amalgamate with a neighbouring association to provide a team.
 - Make reasonable efforts to find another association to accommodate these players who will then be released for that season.

7.4 Number of Goalies

The maximum number of players who can expect to be in a goalie position is two (2) goalies per team. If the total number of goalies is more than two (2) per team, a selection will occur based on ability.

8.0 Coach Selection

- 8.1 Prior to commencement of the hockey season, CMHA will invite applications for all coaching positions.
- 8.2 All applications for coaching positions will be reviewed by the CMHA and are subject to an RCMP screening process. This process will be organized by the Coaching Coordinator.
- 8.3 All coaches are required to complete the Canadian Hockey Initiation Program. When the CMHA selects a Coach the Coaching Coordinator will review the potential Coach's experience, Coaching certification, references and teaching philosophy.
- 8.4 In the event that an applicant has coached previously in the CMHA, any previous coach evaluation forms will be considered in the application process. In the event that the applicant has an excessive number of negative evaluations, his or her application must be endorsed by a majority vote of the Board.

- 8.5 In accordance with the CMHA philosophy, the Coaching Coordinator will ensure selected Coaches have proper qualifications.
- 8.6 In the event that there are two Coaches applying for the same team and a compromise cannot be reached by the two Coaches, the CMHA will hold interviews with the two Coaches. Upon completion of the interviews, the CMHA will select a coach based on the qualifications identified in 8.3 above.
- 8.7 The Coaching Coordinator will provide opportunities for Coaches to attend clinics, provide educational materials and provide up-to-date information on coaching qualifications required for each level.

9.0 Discipline, Suspensions and Appeals

- 9.1 Any player, coach, manager, trainer, official, volunteer, member, parent or spectator that is guilty of unacceptable conduct or violating the Code of Conduct or any other rule, regulation, or ruling of the CMHA Board on or off the ice is subject to discipline or suspension.
- 9.2 Any player, coach, manager, trainer, official, volunteer, member, parent or spectator that is guilty of harassment on or off the ice is subject to discipline or suspension. Harassment is considered a form of discrimination and is prohibited by Human Rights Legislation and could be an offence under the Criminal Code of Canada. Harassment is defined as conduct, which is disrespectful, insulting, intimidating, humiliating, offensive or physically harmful. Types of behaviour which constitute harassment include, but are not limited to:
- Unwelcome jokes, innuendo, or teasing about a person's looks, body, attire, age, race, religion, sex or sexual orientation
 - Condescending, patronizing, threatening actions which undermine self-esteem or diminish performance
 - Practical jokes that cause awkwardness or embarrassment, endanger a person's safety or negatively affect performance
 - Unwanted or unnecessary physical contact including touching, patting or pinching
 - Any form of hazing
 - Any form of physical assault or abuse
 - Any sexual offense
 - Behaviours such as those described above which are not directed towards individuals or groups but which have the effect of creating a negative, hostile or uncomfortable environment

- 9.3 The CMHA Board has the power to impose suspensions and discipline as set out in the bylaws of the CMHA and the Rules and Regulations of Hockey Alberta.
- 9.4 Any player, team or team official who knowingly supplies false information to a representative of the CMHA will be subject to discipline or suspension and the matter referred to the CMHA Board.
- 9.5 The CMHA President can suspend any CMHA player, parent, coach, official or spectator if the person is in violation of the Rules & Regulations or for conduct unbecoming off or on the ice for up to two (2) games. This authority may be delegated to such other CMHA Board Member as the President may determine.
- 9.6 The CMHA will establish a “Discipline Committee” or “Special Committee” when required to review serious violations or suspensions for more than two (2) games. This Committee will be comprised of three (3) Board Members with preference to the Coaching Coordinator, Referee Coordinator and one (1) other Board Member, but will not include the President. Any suspension or discipline imposed by the Discipline Committee shall take effect immediately.
- 9.7 Any person disciplined or suspended by the President or Discipline Committee can appeal to the Board by giving written notice within fourteen (14) days of the date of discipline/suspension. Such appeal shall be heard and considered by the Board within fourteen (14) days of receiving the appeal.
- 9.8 If a person is not satisfied with the CMHA Board decision the individual may appeal to the Hockey Alberta Appeals Officer within the time prescribed by the Bylaws and Regulations of Hockey Alberta. At that time, the CMHA surrenders all authority regarding the appeal. It is then the responsibility of Hockey Alberta to resolve the individual’s appeal.
- 9.9 All players, coaches, managers, trainers, officials, volunteers, members, parents or spectators will agree that any recourse to the law courts of any jurisdiction before all rights and remedies as provided by the bylaws and rules and regulations of the CMHA, Hockey Alberta and CAHA have been availed and utilized shall be prohibited. Further, any such recourse to the law courts as aforesaid shall be deemed by the CMHA to be conduct unbecoming or unsportsmanlike conduct enabling the President of the CMHA Board to suspend and/or disqualify the person indefinitely.

10.0 Equipment

All coaches shall ensure that every player taking part in any game or practice is dressed in the proper equipment as stated by Hockey Alberta and the CAHA.

The following applies with regards to CMHA equipment and uniforms:

- 10.1 CMHA uniforms and equipment shall not be used for non-team functions.
- 10.2 Names are not to be pressed onto hockey jerseys but stitched only. If pressed on the parent will be responsible for the cost of a new jersey. If jerseys are damaged or lost by players the parents will be charged \$100.00 to replace the jersey.
- 10.3 Equipment belonging to the CMHA will be placed in the care and custody of the Coach and/or Manager at the beginning of the hockey season. The person signing for the equipment shall be held responsible for this equipment and will be asked to account for it at the end of the season.
- 10.4 Jerseys supplied by the CMHA are to be used for games only (not practices).
- 10.5 When equipment supplied by the CMHA is lost or damaged, the person who signed for it MUST report the loss or damage to the Equipment Coordinator immediately.
- 10.6 CMHA colors will be red, black and white. Reasons for the definite color decision are:
 - Crossfield teams are easily identifiable
 - It is easy to mix and match jerseys when they are all of the same color.
 - Crossfield players have been purchasing equipment to match our colors (gloves, helmets, pants, goalie pads, etc.).
 - The CMHA logo is copyrighted and must be presented in their colors.
- 10.7 All Crossfield teams should be supplied with home and away jerseys.
- 10.8 The use of a mouth guard is mandatory for all players, except goaltenders, registered in the categories of Midget, Bantam and Peewee. The term “mouth guard” is defined as “a device which is commercially manufactured for the purpose of protecting a player’s mouth”. The mouth guards must be worn during all games and practices.

11.0 Referees

11.1 To be a qualified Referee the individual must:

- a) be thirteen (13) years of age or older by January of the current season,
- b) have successfully completed a Level I Hockey Alberta Referee Clinic,
- c) must be capable of handling the specific level of hockey,
- d) games will be refereed strictly in accordance with the rules,
- e) to referee certain levels the referee must successfully complete Level II or III, and
- f) for younger referees the individual must be two (2) years older than the players or teamed with a more experienced referee.

11.2 All referees shall provide their own equipment.

11.3 Referees will pay the cost of their Referee Clinics. The CMHA will reimburse them if they pass their Clinic with a mark of not less than 50% and after they have refereed five (5) games for the CMHA.

11.4 Referees will be paid according to the fee schedule set forth by Hockey Alberta.

11.5 Complaints about the quality of refereeing must be in writing and forwarded to the Referee Coordinator. The Referee Coordinator will respond in writing to all legitimate complaints at his/her discretion.

12.0 Guidelines - Coaches

12.1 The CMHA endorses the National Coaching Certification Program (NCCP). All coaches will complete the Canadian Hockey Initiation Program.

12.2 There will be zero tolerance of alcohol or substance use at any time when involved with the CMHA.

- 12.3 Alcohol consumption or substance use by minors will not be tolerated at any league or team function.
- 12.4 Coaches are not allowed to use profane language on the ice, in the box or in the dressing rooms.
- 12.5 The Coach is responsible for enforcing rules and discipline of his/her team.
- 12.6 The Coach is to become thoroughly acquainted with league and association rules, regulations and schedules. The Coach will abide by all CMHA, Hockey Alberta and CAHA rules and regulations.
- 12.7 The Coach will arrange:
- a team meeting at the beginning of the season to agree on objectives, goals and expectations for the season (i.e. number of games, tournaments, etc...).
 - a parent meeting at the beginning of the season and hold others through the season to update parents and clearly communicate the team direction. A Parent Coordinator/Manager may be selected by the parents.
- 12.8 The Coach will attend all practices and games. If unable to attend, the Coach is to arrange for his Assistant or someone else to take charge.
- 12.9 The Coach shall supervise the conduct of players and team officials during practices, games and team functions.
- 12.10 The Coach will set a good example for his team in actions and dress.
- 12.11 The Coach will make attempts to ensure players are wearing CAHA approved equipment.
- 12.12 The Coach will name affiliate team or players by deadline when necessary.
- 12.13 The Coach will develop an effective working relationship with the Team Manager and Coaching Assistants.
- 12.14 The Coach should become aware of any medical problems with players and will encourage medical treatment when required. It is encouraged for each team to have a Coach or Trainer with first aid certification.

- 12.15 The Coach will be responsible for all CMHA equipment and report the condition of same to the Equipment Manager.
- 12.16 Before pucks are allowed on the ice, the Coach or his designate will be present on the ice to supervise all players and ensure all gates are shut.

13.0 Guidelines - Managers

- 13.1 There will be no tolerance of alcohol or substance use at any time when involved with the CMHA.
- 13.2 The Manager is not allowed to use profane language on the ice, in the box or in the dressing room.
- 13.3 The Manager is responsible to help the coach by enforcing the rules, discipline and behaviour of the team.
- 13.4 On commencement of the hockey season the Manager will obtain game schedule and practice times from the relevant Coordinator and relate this information to their team.
- 13.5 The Manager is responsible for ensuring that adequate notification (forty-eight (48) hours minimum) of a game time is given to the Referee Scheduler. The Manager will also contact the Referee Scheduler and Ice Scheduler when cancelling games and/or ice times.
- 13.6 The Manager will utilize all ice time and report to the Ice Scheduler immediately if the team is unable to use the scheduled ice (this ensures time for another team to use the ice time). If the ice time (practice or game) is not cancelled two (2) days prior, the team may be charged for the ice time not used.
- 13.7 The Manager is responsible for the care and maintenance of CMHA equipment provided to the team.
- 13.8 The Manager is responsible for becoming thoroughly acquainted and abiding by the rules and regulations of the CMHA, Hockey Alberta and CAHA.
- 13.9 The Manager must ensure all game sheets and reports are filled out correctly and sent to the appropriate persons.

- 13.10 The Manager will make any necessary transportation arrangements and ensure all Hockey Alberta travel permits are obtained if required.
- 13.11 The Manager will compile a directory of players' information including names, addresses, telephone numbers, medical insurance numbers, parents' names, and note any special medical problems.
- 13.12 The Manager will notify players of practice times and location, giving as much notice as possible.
- 13.13 The Manager will arrange for exhibition games both home and away. League commitments take precedence over exhibition games.
- 13.14 When playing any out-of-town team, the Manager will ensure that the team is properly carded or sheeted due to insurance. Before entering a tournament the Hockey Alberta sanction number must be obtained. To play out-of-province teams special permission must be obtained from the CMHA and Hockey Alberta.
- 13.15 The Manager will arrange for a timekeeper, scorekeeper and penalty box supervisors for each game. These persons are considered Minor Game Officials and must conduct themselves in an unbiased manner.
- 13.16 The Manager will ensure all new players are registered with the CMHA registrar before any ice activity. All players must be carded or team sheeted by the deadline.
- 13.17 While attending tournaments the Manager will:
- Make sure to have all player cards or team sheets with him/her at all times, once approved by Hockey Alberta
 - Assist the Coach with the team while off the ice
 - Check dressing rooms to ensure they are left clean
- 13.18 The Manager will act as a liaison between the team and any sponsors. Once the team is established the Manager is responsible for the financial status of the team.
- 13.19 If the team is fundraising through 50/50 draws or other means considered to be a gaming activity by the Alberta Gaming and Liquor Commission the Manager is responsible for ensuring the team has the appropriate gaming licenses. The CMHA will not apply for or possess an association license and will not be liable for any fines or penalties teams may incur for not having the appropriate licenses.
- 13.20 The Manager will handle all problems to the best of his/her ability and if necessary approach the CMHA Board for assistance when he/she deems necessary.



13.21 The Manager will advise all parents and players that under no circumstances is CMHA equipment to be used outside of approved CMHA functions.

14.0 Other Team Volunteers

14.1 Each team may decide to appoint individuals to other positions to assist in carrying out the work load, such as:

- Tournament coordinator
- Treasurer
- Fundraiser
- Phone person
- Minor game officials
- Special events coordinator

14.2 All team volunteers must act in a manner deemed appropriate by the CMHA Rules and Regulations and are also subject to the Conduct Management Plan or Codes of Conduct.

15.0 Damage to Property

15.1 CMHA members will be held responsible for damages to any facilities caused by teams with which they are associated. A CMHA member that is deemed responsible for damages at any facility will be suspended from further participation in any CMHA events until the damages have been rectified to the Board's satisfaction.

15.2 Where the individual directly responsible for the damage cannot be identified the team as a whole will be held accountable. Any damage to a recreational facility as reported by the Town of Crossfield or any other Hockey Alberta associations will be disciplined in the following manner:

First Offence: Janitorial and/or Restitution Fees paid by team

Second Offence: Janitorial and/or Restitution Fees paid by team as well as two week team suspension from all hockey activities including practices and games

Third Offence: Janitorial and/or Restitution Fees paid by team as well as team suspension from all hockey activities including practices and games for the remainder of the season. No refunds will be issued.

This policy will be strictly enforced.